



PALMDALE WATER DISTRICT
A CENTURY OF SERVICE

November 20, 2024

BOARD OF DIRECTORS

W. SCOTT KELLERMAN
Division 1

DON WILSON
Division 2

CYNTHIA SANCHEZ
Division 3

KATHY MAC LAREN-GOMEZ
Division 4

VINCENT DINO
Division 5

**AGENDA FOR REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE PALMDALE WATER DISTRICT
TO BE HELD AT 2029 EAST AVENUE Q, PALMDALE
MONDAY, NOVEMBER 25, 2024
6:00 p.m.**

NOTES: To comply with the Americans with Disabilities Act, to participate in any Board meeting please contact Danielle Henry at 661-947-4111 x1059 at least 48 hours prior to a Board meeting to inform us of your needs and to determine if accommodation is feasible.

Additionally, an interpreter will be made available to assist the public in making **comments** under Agenda Item No. 4 and any action items where public input is offered during the meeting if requested at least 48 hours before the meeting. Please call Danielle Henry at 661-947-4111 x1059 with your request. (PWD Rules and Regulations Section 4.03.1 (c))

Adicionalmente, un intérprete estará disponible para ayudar al público a hacer **comentarios** bajo la sección No. 4 en la agenda y cualquier elemento de acción donde se ofrece comentarios al público durante la reunión, siempre y cuando se solicite con 48 horas de anticipación de la junta directiva. Por favor de llamar Danielle Henry al 661-947-4111 x1059 con su solicitud. (PWD reglas y reglamentos sección 4.03.1 (c))

Agenda item materials, as well as materials related to agenda items submitted after distribution of the agenda packets, are available for public review at the District's office located at 2029 East Avenue Q, Palmdale or on the District's website at <https://www.palmdalewater.org/governance/board-activity/2024-meeting-agendas-minutes/> (Government Code Section 54957.5). Please call Danielle Henry at 661-947-4111 x1059 for public review of materials.

PUBLIC COMMENT GUIDELINES: The prescribed time limit per speaker is three-minutes. Please refrain from public displays or outbursts such as unsolicited applause, comments, or cheering. Any disruptive activities that substantially interfere with the ability of the District to conduct its meeting will not be permitted, and offenders will be requested to leave the meeting. (PWD Rules and Regulations, Appendix DD, Sec. IV.A.)

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance to take action on any item.

- 1) Pledge of Allegiance/Moment of Silence in Honor of Former Director Dave Gomez and Former Long-Time Employee Loel Haviland.
- 2) Roll Call.
- 3) Adoption of Agenda.
- 4) Public Comments for Non-Agenda Items.



- 5) Presentations:
 - 5.1) State Legislative Summary. (Mr. Robert Reeb, Reeb Government Relations)
- 6) Action Items - Consent Calendar (The public shall have an opportunity to comment on any action item on the Consent Calendar as the Consent Calendar is considered collectively by the Board of Directors prior to action being taken.)
 - 6.1) Approval of Minutes of Regular Board Meeting held November 12, 2024.
 - 6.2) Payment of Bills for November 25, 2024.
 - 6.3) Approval to Cancel Second Regular Board Meeting in December, December 23, 2024, due to District's Scheduled Office Closure. (General Manager LaMoreaux)
- 7) Action Items – Action Calendar (The public shall have an opportunity to comment on any action item as each item is considered by the Board of Directors prior to action being taken.)
 - 7.1) Consideration and Possible Action on Approval of Resolution No. 24-14 Authorizing Staff to Use Construction Manager At Risk (CMAR) as an Alternative Project Delivery Method for Soliciting Proposals for Certain Construction Projects and Amending Appendix M – Bid Procurement and Purchasing Policy of the Palmdale Water District's Rules and Regulations to Include the Same. (No Budget Impact – Assistant General Manager Rogers)
 - 7.2) Consideration and Possible Action on Purchase of FP&A Reporting Software. (\$52,000.00 – Not-to-Exceed – Non-Budgeted – Finance Manager Hoffmeyer)
 - 7.3) Consideration and Possible Action on Authorization of the Following Conferences, Seminars, and Training Sessions for Board and Staff Attendance within Budget Amounts Previously Approved in the 2024 Budget:
 - a) None at This Time.
- 8) Information Items:
 - 8.1) Finance Reports:
 - a) Status Report on Financial Statements, Revenue, and Expense and Departmental Budget Reports for September 2024. (Finance Manager Hoffmeyer/Finance Committee)
 - b) Status Report on Committed Contracts Issued. (Finance Manager Hoffmeyer/Finance Committee)
 - c) Other Financial Reports. (Finance Manager Hoffmeyer/Finance Committee)
 - 1) Accounts Receivable Overview.
 - 2) Revenue Projections.
 - 8.2) Reports of Directors:
 - a) Standing Committees; Organization Appointments; Agency Liaisons:
 - 1) Palmdale Fin & Feather Club Meeting – November 16. (Director Wilson/Director Kellerman, Alt.)

- 2) Finance Committee Meeting – November 19. (Director Wilson, Chair/Director Kellerman/Director Sanchez, Alt.)
 - b) General Meetings Reports of Directors.
- 8.3) Report of General Manager.
 - a) Department Activity Updates:
 - 1) Facilities Department. (Facilities Manager Wall)
 - b) November 2024 Written Report of Activities through October 2024.
 - 8.4) Report of General Counsel.
- 9) Board Members' Requests for Future Agenda Items.
- 10) Adjournment.



DENNIS D. LaMOREAUX,
General Manager

DDL/dh



BOARD MEMORANDUM

DATE: November 25, 2024
TO: BOARD OF DIRECTORS
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: *APPROVAL TO CANCEL THE SECOND REGULAR BOARD MEETING IN DECEMBER, DECEMBER 23, 2024, DUE TO THE DISTRICT'S SCHEDULED OFFICE CLOSURE. (GENERAL MANAGER LaMOREAUX)*

Recommendation:

Staff recommends that the second Regular Board Meeting in December, December 23, 2024, be cancelled due to the scheduled office closure.

Alternative Options:

The second Regular Board Meeting in December could be rescheduled to an earlier time in December.

Impact of Taking No Action:

The second Regular Board Meeting in December will not be held.

Background:

For the past several years, the District has closed from Christmas through New Year's as a cost saving measure with the Board of Directors cancelling the second Regular Board Meeting in December due to this closure. This year's closure begins December 23, 2024 with the office reopening December 30, 2024.

Strategic Plan Initiative:

This item is under Strategic Initiative No. 5 – Regional Leadership.

Budget:

Cancelling the second Regular Board Meeting in December will not affect the budget.



BOARD MEMORANDUM

DATE: November 25, 2024
TO: BOARD OF DIRECTORS
FROM: Mr. Scott Rogers, Assistant General Manager
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: *CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF RESOLUTION NO. 24-14 AUTHORIZING STAFF TO USE CONSTRUCTION MANAGER AT RISK (CMAR) AS AN ALTERNATIVE PROJECT DELIVERY METHOD FOR SOLICITING PROPOSALS FOR CERTAIN CONSTRUCTION PROJECTS AND AMENDING APPENDIX M – BID PROCUREMENT AND PURCHASING POLICY OF THE PALMDALE WATER DISTRICT’S RULES AND REGULATIONS TO INCLUDE THE SAME. (NO BUDGET IMPACT – ASSISTANT GENERAL MANAGER ROGERS)*

Recommendation:

Staff recommends the Board adopt Resolution No. 24-14 authorizing staff to use the Construction Manager at Risk (CMAR) as an alternative project delivery method for soliciting proposals for certain construction projects and approving an amendment to Appendix M – Bid Procurement and Purchasing Policy of the Palmdale Water District’s Rules and Regulations.

Alternative Options:

The alternative is to continue using traditional project delivery method of design, bid, and build (DBB).

Impact of Taking No Action:

Longer project delivery timelines and inability to maximize grant funding.

Background:

Several different project delivery methods have developed over the past 20 years as projects owners’ preferences to use qualifications-based selection of contractors; involve the contractor in the design phase of the project; reduce project schedule; allocate risk to the contractor; and lower litigation potential. The drivers for selecting a particular method can include legality and other project considerations, such as schedule and cost. Some of the alternative project delivery (APD) methods include the following: Construction Manager at Risk (CMAR), Fixed-price Design Build (DB), and Progressive Design Build (PDB).

November 25, 2024

The use of delivery methods other than DBB (i.e., APD methods) has become increasingly more commonplace. In the conventional DBB delivery method, the owner selects the contractor based on the lowest responsive, responsible, and qualified bid submitted per the construction documents, allowing a competitive bidding environment. The pricing structure for this method is typically fixed bid price and is suitable for projects that have a well-defined, relatively simple project scope. This method may be preferred when initial cost is the most important criteria, but results in greater potential for disputes and change orders.

In the CMAR method, separate contracts are utilized for engineering to perform the design, and a construction manager is selected based on qualifications or best value. The construction manager is selected while the design is being developed to provide pre-construction services, including constructability reviews, cost savings ideas, construction scheduling, and development of a guaranteed maximum price (GMP). Cost proposals are developed as the design progresses, until a GMP can be agreed upon. The CMAR method is well suited for projects for which there is project scope uncertainty and flexibility in aligning cost, and where project scope is beneficial. This method facilitates a collaborative and innovative approach with the potential to shorten schedules and allows the owner to retain control over the design. Some drawbacks include managing multiple contracts, difficulty in negotiating GMP, public perception due to lack of fixed-price at the time of award, and the owner retaining design risk. Note, this project delivery method is also sometimes referred to as general contractor/construction manager (“GC/CM”) project delivery method.

The remaining two alternative methods, DB and PDB, involve a designer/builder team submitting proposals based on the owner’s specification; thus, the methods allow a single point of contract responsibility for both the design and construction of the project. The fixed-price DB method is both performance-driven and cost-competitive by establishing price at time of award, which may result in a best value-based, innovative, and shortened schedule delivery method. Some of the drawbacks are limited owner input into design, complicated procurement, and price determination prior to complete design. PDB differs from DB in that the construction cost is “progressively” developed in open-book format until GMP can be agreed upon between the design-builder team and the owner. Similar to DB, the PDB method is performance driven and has potential to shorten schedule. The PDB also allows significant owner input into design and is the preferred method when controlling scope relative to the project is a driver. The drawbacks of PDB include complicated procurement, potential difficulty in negotiating GMP, and public perception due to lack of fixed-price at time of award.

There are various statutes that directly authorize a public agency to use CMAR or GC/CM in specific instances. However, there is no specific statute that provides the authority for the use of CMAR or GC/CM generally to all water districts. The statutes that address this project delivery method are tailored to specific public agencies or projects. It can be implied by such past legislative action that statutory authority may be necessary for CMAR to be used. This is

comparable to the State recently making changes to provide for the use of Progressive Design Build as a project delivery method. At the same time, there is no express authority that prohibits CMAR at this time, and CMAR is similar to the progressive design-build delivery method authorized by statute under SB 991.

Nevertheless, some agencies have used CMAR without citing specific statutory authority. For example, in 2015, via Resolution No. 2015-8, Coachella Valley Water District (“CVWD”) authorized itself to use CMAR as project delivery method. CVWD did not ultimately complete its project, but it had moved towards the use of CMAR. It appears that Soquel Creek Water District has also used or will be using CMAR based on a recent Request for Proposals.

Accordingly, the purpose of this Board item is to specifically authorize the use of the CMAR delivery method when staff determines that it is in the best interest of PWD to select a CMAR entity early in the process to provide constructability input during design and ultimately procure and manage the construction trade contractors. Many public agencies successfully utilize the procurement method and find the early involvement of the CMAR entity during the design phase especially beneficial for projects that require multiple phases of construction. Staff is looking at this method specifically for the Palmdale Ditch Conversion to aid in completing a majority of the project with the maximum amount of grant funds. The design is currently near 80 percent complete and would be at a point to involve a contractor for a constructability and cost savings review.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 5 – Regional Leadership.

Budget:

This item has no budget impact.

Supporting Documents:

- Resolution No. 24-14 including Appendix M - Bid Procurement and Purchasing Policy of the Palmdale Water District’s Rules and Regulations

**PALMDALE WATER DISTRICT
RESOLUTION NO. 24-14**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
PALMDALE WATER DISTRICT AUTHORIZING STAFF TO USE CONSTRUCTION
MANAGER AT RISK (CMAR) AS AN ALTERNATIVE PROJECT DELIVERY
METHOD FOR SOLICITING PROPOSALS FOR CERTAIN CONSTRUCTION
PROJECTS AND AMENDING APPENDIX M – BID PROCUREMENT AND
PURCHASING POLICY OF THE PALMDALE WATER DISTRICT’S RULES AND
REGULATIONS TO INCLUDE THE SAME**

WHEREAS, the Palmdale Water District (the "District") is authorized to retain designers and contractors for various public works projects, and follows the Public Contracting Code for its bid procurement process for such projects; and

WHEREAS, recent laws such as the passage of SB 991 authorize public agencies such as the District to use progressive design-build delivery for its water and wastewater projects; and

WHEREAS, similar to the progressive design-build delivery method, construction Manager At Risk (“CMAR”) has become a more widely used alternative project delivery method as public agencies look to complete projects on schedule and budget and reduce the risk to the agency; and

WHEREAS, many public agencies successfully utilize the procurement method and find the early involvement of the CMAR entity during the design phase especially beneficial for projects that require multiple phases of construction; and

WHEREAS, the Board of Directors of the District desire to specifically authorize the use of the CMAR delivery method when District staff determines that it is in the best interest of the District to select a CMAR entity early in the process to provide constructability input during design and ultimately procure and manage the construction trade contractors.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Palmdale Water District as follows:

Section 1. The Board of Directors of the District does hereby authorize the District to designate the construction management at risk (“CMAR”) project delivery method as an alternative method for capital improvement project delivery and directs staff to modify Appendix M – Bid Procurement and Purchasing Policy of the Palmdale Water District’s Rules and Regulations (attached hereto as Exhibit A).

Section 2. If any provision in this Resolution, or the application thereof to any person or circumstances, is for any reason held invalid, the validity of the remainder of this Resolution, or the application of such provisions to other persons or circumstances shall not be affected thereby. The Board of Directors hereby declares that it would have passed this Resolution, and each provision thereof, irrespective of the fact that one or more sections, subsections, sentences, clauses or phrases or the application thereof to any person or circumstance be held invalid.

Section 3. This Resolution shall become effective upon the date of adoption as set forth herein.

PASSED AND ADOPTED this 25th day of November, 2024 by the Board of Directors, the governing body of the Palmdale Water District.

PALMDALE WATER DISTRICT

KATHY MAC LAREN-GOMEZ, President

ATTEST:

VINCENT DINO, Secretary

APPROVED AS TO FORM:

By: _____
PAM K. LEE, General Counsel

E X H I B I T “A”

APPENDIX M

BID PROCUREMENT AND PURCHASING POLICY

BID PROCUREMENT AND PURCHASING -POLICY

I. Statement of Policy

This statement of policy establishes the guideline for purchasing approval and letting contracts for the performance of work for the District or the acquisition of materials or equipment. It is the policy of the District to ensure the maximum use of fair and open competition to obtain goods and services for operation at the lowest possible overall cost. However, notwithstanding this statement, all contracts for work and for acquisition of materials and equipment, may be made or entered into upon such terms and conditions and in such manner as the Board may determine is in the best interest of the District.

II. Principles

A. The following apply to all purchases made by the District, unless otherwise exempted as set forth herein:

1. No purchase will be approved or undertaken unless it has been budgeted for, either through the adopted annual budget or Board approval of additional appropriations. It is the responsibility of the Department Manager to maintain control of their departmental budgets.

2. Emergency: The determination of the existence of an emergency condition shall be at the direction of the General Manager or his designated representative. In the event of an emergency, the General Manager or his designated representative may negotiate and award contracts for construction of work to prevent damage or repair damaged works without advertising for bids and expend any sum reasonably required in the emergency as outlined in Section 4.03.3(b) of the District's Rules and Regulations. The General Manager shall report to the Board of Directors, at its next meeting, the reasons justifying why the emergency will not permit a delay resulting from a competitive solicitation for bids and why the action is necessary to respond to the emergency.

3. All purchases shall be of the quality deemed necessary to meet District standards.

4. Competitive offer requirements are set out in subsequent sections of this policy and are established based on type of purchase and/or established dollar limits.

5. A purchase, including capital projects, shall not be split to avoid required procedures or established dollar limits.

6. No purchase shall be made without authorized requisition, Purchase Order (PO), contract or agreement unless exempted in these guidelines. The following purchases are exempt from these procedures:

i. Utilities

ii. Insurance premiums

iii. Membership renewals and subscriptions

iv. Postage and mailing services

v. Certain employee expense reimbursements

vi. Tuition reimbursements

vii. Conferences, seminars, and training expenses

viii. Travel expenses

ix. In emergency situations where time is of the essence

7. Authorized requisition process and approval rules are detailed in the District's Requisition/PO procedures. Any changes or modifications to the procedures must be approved by the General Manager.

8. No District employee or Board member shall have a direct or indirect financial interest in any contract or purchase of goods or services entered into by the District, or shall derive any personal benefit that violates California law as a result of the District's purchase of goods and services.

9. Any District employee or Board member failing to follow the procurement policy and procedures may incur personal liability or financial obligation to the vendor.

B. Exceptions to Competitive Offer Requirements

As applicable in Section III through V, the informal offers and the formal bidding process may be bypassed with General Manager approval in the following instances:

1. In emergency situations where time is of the essence, pursuant to the principles in Section II(A)(2).
2. Where a single source of sole source purchase is justified.
3. When there exist other governmental contracts that were competitively bid within the last year that the District is eligible to use and would result in a lower price to the District.
4. When an item has been previously bid and the price has not changed by more than three percent (3%).
5. When it is not possible, practical, or cost effective to continue soliciting offers to meet minimum of three (3) bids provided that staff will use its best efforts to obtain competitive offers.

III. General Supplies, Materials and Equipment

General supplies, materials and equipment shall consist of any and all tangible items necessary for day-to-day operations, excluding goods purchased as part of a Construction Contract or Professional Agreement (Section IV). These purchases are included in the annual budget. All purchases must be approved through the District's Requisition/PO process unless otherwise specified.

- A. General Purchase \leq \$10,000 – Purchases of \$10,000 or less do not require competitive offers. Use of a Request for Quote (RFQ) or Request for Proposal (RFP) is encouraged when appropriate but not required.
- B. General Purchase $>$ \$10,000 to \$50,000 – Purchases between \$10,000 and \$50,000 must be approved by the Finance Manager or Assistant General Manager. The Department Manager should make a reasonable attempt to obtain at least two written quotes. The use of RFQ or RFP is strongly encouraged but not required.

- C. General Purchase between \$50,001 and \$100,000 – Purchases between \$50,001 and \$100,000 must be approved by the General Manager. Where practical, formal bidding should be used to assure that the District is getting the best value. The Department Manager shall evaluate the quotes/proposals (formal or informal) received and determine the best value.
- D. General Purchase over \$100,001 – Purchases above \$100,001 shall be formally bid when practical. The formal process generally takes more time and expense than informal quotes. In some instances, it may not be the most cost-effective approach. Exceptions to the formal bid process are considered on a case by case basis.

IV. Construction Contract and Professional Agreement

A. Work Cost More Than \$50,000

1. Except as otherwise provided in this statement of policy, all contracts for any improvement, job, construction project or unit of work (herein referred to as work), and all acquisitions of material or equipment, estimated to cost or to have a value when completed in excess of Fifty Thousand Dollars (\$50,000) shall be competitively bid and awarded to the lowest responsible bidder in the manner hereinafter provided.
2. The Contract documents shall be prepared utilizing the District's standard forms with such modification as may be appropriate for the particular work or unit of work, or the acquisition of materials or equipment. The documents to be prepared shall ordinarily include the Notice Inviting Bids, Instructions to Bidders, the Proposal for submission by the bidder, the Information Required of Bidder, setting forth the equipment and material source and other required information, Contractor's Licensing Statement, List of Subcontractors, Bid Security Form, Agreement, Faithful Performance Bond, Payment Bond, Non-Collusion Affidavit, Notice to Proceed, General Provisions, Special Provisions, and Plans and Specifications.
3. Unless otherwise required by the provisions of the Public Contract Code, the District may advertise either electronically via a web base bidding service or in printed publications,

for inviting proposals for furnishing labor for or materials or supplies for use or incorporation in, the proposed work or unit of work, or for providing materials or equipment. To the extent applicable to a specific work or acquisition, the notice calling for bids shall contain the information specified in Section 20564 of the Public Contract Code. In the event that the construction of works is to be paid for with the proceeds of the sale of bonds or a limited assessment, the District shall give said notice by publication once a week for three (3) successive weeks in a newspaper of general circulation published in the District as specified in Section 20563 of the Public Contracts Code.

4. All bids shall be presented on forms furnished by the District either electronically or sealed bid, and it shall be accompanied by one of the following forms of bidder's security: (1) cash, (2) a cashier's check made payable to the District, (3) a certified check made payable to the District, or (4) a bidder's bond executed by an admitted surety insurer made payable to the District.
5. At the time, place appointed, and set forth in the Notice Inviting Bids, the bids shall be available either on the bidding service website or opened in public.
6. The ~~District shall~~District shall assign a five (5) percent contract bid reduction to a bidder which is a "Local Contractor or Vendor" as defined in (13)(i).
7. The Board may reject any and all proposals or bids should it deem it to be for the public good, or may award the contract for the work or unit of work, or materials or equipment, to the lowest responsible bidder at the prices named or specified in the bid or proposal subject however to Paragraph 8.
8. Once all bids have been opened or received electronically through a ~~web-based~~web-based bidding service, the bids of those bidders which are "Local Contractors or Vendor" shall be reduced by five percent (5%) for purposes of determining the lowest responsible bidder. If the bid of a Local Contractor or Vendor, after applying the contract bid reduction provided for in Paragraph 6, is then the lowest responsible bid, that Local Contractor or

Vendor shall be awarded the contract at the amount of its bid without regard to any contract bid reduction, subject to the remaining provisions of this policy.

9. The District or its agents may refuse to award a contract under Paragraph 8 to a Local Contractor or Vendor if it makes a determination that the products purchased or work provided by a bidder cannot be provided within a timely manner for the performance of the contract or a determination the Local Contractor or Vendor cannot meet specified quality performance standards or experience requirements.
10. If any federal or state statute or regulation precludes the granting of federal or state assistance or reduces the amount of that assistance for a particular public works project because of a preference awarded according to the terms of this policy, this policy shall not apply insofar as its application would preclude or reduce federal or state assistance for that work.
11. In the case of work to be performed for the District, the District shall require the successful bidder or bidders to file with the Board good and sufficient bonds, to be approved by the Board, conditioned upon the faithful performance of the contract and upon payment of all claims for labor and materials in connection therewith.
12. In the case of work to be performed from the District, the District shall require the successful bidder or bidders to carry public liability and property damage insurance, workers' compensation insurance, and other insurance, in the amounts and under the terms stipulated in the Contract documents.
13. The following terms shall have the following meanings:
 - i) "Local Contractor or Vendor" means a contractor or vendor whose principal place of business as reflected in official records is located in the area shown on the Local Contractor and Vendor Boundary Map attached hereto. Those claiming to be Local Contractors and Vendors shall submit proof of their principal place of business with their bid.

ii) "Lowest Responsible Bidder" shall mean a person who submits the lowest monetary bid, taking into account the contract bid reduction provided for in paragraph g, and which responds to the terms upon which bids were requested, and who has the capacity, integrity, and ability to perform the particular requirements of the contract. Factors which may be considered in determining the "lowest responsible bidder" include, but are not limited to, all of the following:

- a) The contractor's prior record of performance on other public works projects, if any, including timely completion of performance, quality of work, and completion of projects within project budget or bid amount submitted.
- b) The contractor's involvement in any ongoing litigation or contract disputes with the awarding authority which could impair satisfactory performance on the contract to be awarded.
- c) The contractor's history of noncompliance with occupational safety and health requirements, labor statutes and regulations, and other local, state, and federal laws.

B. Work or Acquisitions Costing More Than \$10,000, But Not More than \$50,000

All contracts for any work or unit of work, and all acquisitions of materials or equipment, having been submitted either by informal or formal bids in accordance with this statement of policy and having a value in excess of Ten Thousand Dollars (\$10,000), but not more than Fifty Thousand Dollars (\$50,000), shall be reviewed and recommended by a Committee of the Board, and the Board shall concur by majority vote. In the event no formal competitive bids are solicited, the Board may also give local contractors and vendors a preference.

C. Work or Acquisitions Costing Less Than \$10,000

All contracts for any work or unit of work, and all acquisitions of materials or equipment, estimated to cost or to have a value when completed that is less than Ten Thousand Dollars (\$10,000), may be authorized by the District's General Manager without compliance with any formal competitive

bidding procedure or prior Board approval, and in any such case he may authorize the work or unit of work or acquire the materials or equipment, by informal bidding or quotations or by purchase on the open market without advertising. The District's General Manager may give local contractors and vendors a preference.

D. Change Order Policy

All change orders occurring during the performance of a contract shall be reported to the Board. Change order amounts which are less than ten percent (10%) of the original contract amount up to a maximum amount of Fifty Thousand Dollars (\$50,000) may be authorized by the District's General Manager; however, change order amounts greater than Fifty Thousand Dollars (\$50,000) or greater than ten percent (10%) of the original contract amount shall be approved by the appropriate committee or full Board of Directors.

V. Electronic Bidding

A. Notwithstanding any contrary provision in Appendix M, the use of electronic media is authorized for any formal and informal bidding process pursuant to Appendix M, including without limitation submission, identification, opening and reporting of bids electronically ("electronic bidding"; "E-Bid"), provided that it be in accordance with state law. Electronic bidding shall include measures as the District deems appropriate for security of the bidding, approval and award processes and accurate retrieval or conversion of electronic information into a medium which permits inspection and copying. All electronic bids shall be submitted in a manner set forth in the Notice Inviting Bids and/or the bid instructions.

B. The District may, in its sole discretion, require electronic bidding for any informal and formal bids authorized under Appendix M. If the District elects to use electronic bidding, then all bids must be submitted electronically consistent with the Notice Inviting Bids and/or bid instructions. If electronic bidding is not selected, then no bids may be submitted electronically and will be submitted sealed bid at a date, time and place.

VI. Exceptions to Statement of Policy

The policy specified in this statement shall not apply in the following cases or circumstances:

- (1) A contract for the acquisition or disposal of any real property.
- (2) A contract for the leasing of any personal property or the acquisition of personal property other than materials and equipment for use in construction activities.
- (3) A contract for the purchase of water or water rights.
- (4) A contract for the repair of District equipment.
- (5) A contract for legal, engineering and other professional services.
- (6) The repair, alteration, addition, or the making of improvements, by force account.
- (7) Work related to and in furtherance of the purposes of the District, or materials or equipment acquired for such purposes, where such work is to be performed or such materials or equipment are to be acquired, for the account of other persons or entities. , An example of such work is construction of a water pipeline for a developer and done at the developer's expense.
- (8) A contract for the performance of work or acquisition of materials in instances where work and materials are regularly and periodically required and work and materials for the repair or replacement of prior works or materials relating to the following:

a) Asphalt and concrete patching;	i) Online analyzers
b) Janitorial supplies;	j) Treatment chemicals
c) Office supplies;	k) Laboratory supplies and testing equipment
d) Aggregate (sand, base and similar materials);	l) Landscape services
e) Cold mix asphalt;	m) Janitorial services
f) Data mailers;	n) Printing services
g) Water meters;	o) Answering services
h) Pumps and Motors	p) Pest control services

(9) A contract for the performance of work deemed by the Board to best be utilized under the construction management at risk (CMAR) alternative project delivery method. CMAR delivery method may be used when staff recommends to the Board that it is in the best interest of the District to select a CMAR entity early in the process to provide constructability input during design and ultimately procure and manage the construction trade contractors.

BID PROCUREMENT POLICY APPROVED AND ADOPTED AT A REGULAR BOARD MEETING OF THE PALMDALE WATER DISTRICT BOARD OF DIRECTORS HELD APRIL 19, 1990

Revised 1-14-92

Revised 9-15-92

Revised 4-25-94

Revised 11-10-97

Revised 2-24-2020

Revised 10-12-2020

Revised 11-25-24



BOARD MEMORANDUM

DATE: November 25, 2024
TO: BOARD OF DIRECTORS
FROM: Mr. Dennis J. Hoffmeyer, Finance Manager/CFO
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: *CONSIDERATION AND POSSIBLE ACTION ON PURCHASE OF FP&A REPORTING SOFTWARE. (\$52,000.00 – NOT-TO-EXCEED – NON-BUDGETED – FINANCE MANAGER HOFFMEYER)*

Recommendation:

Staff and the Finance Committee recommend that the Board approves the purchase of Financial Planning and Analysis (FP&A) reporting software.

Alternative Options:

The alternative is to leave the current processes in place.

Impact of Taking No Action:

The impact of taking no action would leave the current reporting processing methods in place which are heavily manual, leading to inefficiencies, a high potential for error, and limitations in providing timely, actionable insights.

Background:

As the District's financing efforts grow, so does the complexity of our FP&A activities. Additionally, decentralized data management poses security risks and makes maintaining data accuracy and consistency challenging. To address these issues and support our finance team in delivering more strategic insights, staff requests an investment in FP&A reporting software.

This software would automate data consolidation, reporting, and repetitive tasks, allowing staff to focus on high-value activities like strategic planning and analysis of business practices. Providing a single, centralized source of truth for our financial data would reduce errors, enhance accuracy, and improve data security through advanced access controls and audit trails. Moreover, the software's advanced forecasting and scenario modeling capabilities enable us to adapt quickly to changing conditions, improving our responsiveness and decision-making.

While implementing FP&A software requires an upfront investment, the benefits, including increased efficiency, data quality, and flexibility, are expected to outweigh these costs. It will also allow us to do the necessary pro forma work needed to comply with the Environmental

Protection Agency's WIFIA loan annual reporting without outside involvement, which would be a cost savings. This improvement for the District will allow optimizing financial operations through reliable, data-driven insights.

Review of the initial targeted changes in reporting are as follows:

- Balance Sheet and Profit & Loss Statement as presented to the Finance Committee and Board
- Departmental Budget Reporting - Budget versus Actuals (on demand and monthly)
- Cashflow reporting (Monthly and Budget)
- Annual Budget reporting (Includes actuals, projections, and forecast)
- Debt Service Reporting
- Pro forma will be developed based on the debt service requirements

Fee structure (breakdown):

- Implementation and setup costs: \$20,000 to \$30,000
- Annual subscription cost (3-yr term for discount): \$21,650

Implementation costs include base fees of \$20,000. There is an additional \$10,000 added for any special customization if the default templating does not meet the District's reporting requirements. The annual subscription cost includes the reporting platform, upgrades, and user access to the system based on various reporting levels.

This system will be replacing the current Microsoft Management Reporter system that is a legacy platform and slated for end of support/service in 2026.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No.4 - Financial Health & Stability: Maintain adequate reserve levels.

This item directly relates to the District's Mission Statement.

Budget:

This item is non-budgeted and would need an allocation of funds from plant expenditures for CY 2024. The CY 2025 Budget would have an account set up under the Information Technology budget for the next two years.

Supporting Documents:

- Citrin Cooperman Corporate Performance Management (CPM) Services Agreement
- Vena Professional Pricing



DIGITAL SERVICES PRACTICE

CORPORATE PERFORMANCE MANAGEMENT (CPM) SERVICES

Delivering efficient, data-driven solutions that empower finance teams to meet critical business needs with speed and precision.

Declaration of Promises

We love Vena and we know you will too.

We are fanatical about customer satisfaction.

We are obsessed with delivering beyond all expectations.

We are practitioners and we know how to leverage Vena to alleviate the problems and pain points you now suffer, because we did it as clients first.

We are exclusive with Vena, which allows us to go an inch wide and a mile deep to be true experts.

We will work ourselves out of a job because we believe no one should be beholden to third-party consultants indefinitely.

We focus on quality over quantity.

We want to be known as the best not the biggest.

We strive and thrive on 100% customer satisfaction!

We promise to be more than a consultant - a strategic partner with a vested interest in your success because your success **IS** our success.

We will **EXPEDITE** your time-to-value – saving you both time and resources.

We will deliver a service that is like none other.

We will **ENABLE** and **EMPOWER** you through our collaborative approach to ensure self-sufficiency.

We are the premier Vena partner and we are dedicated to you.

We will exceed your expectations and address your needs thoughtfully and in unexpected ways.

We will **WOW** you...and that's a promise.



October 23, 2024

ADDENDUM 1

 This addendum applies to the Master Services Agreement dated **10/23/2024**.

Vena Live in Five: Description of Deliverables Financial Statement Reporting & Planning

Data Model	Includes: <ul style="list-style-type: none"> + One (1) Finance data model + 12 Dimensions Inclusive of their members and hierarchies <ul style="list-style-type: none"> ❖ Dimensions will be derived from system data ❖ 5 Standard Dimensions: Year, Period, Scenario, Data Source, Measure ❖ 7 Custom dimensions
Data Integration	Includes: <ul style="list-style-type: none"> + GL Data Load with Vena's Power Automate connector for: GP <ul style="list-style-type: none"> ❖ Up to three (3) years of historical data (must be aligned with current COA and same source system) ❖ Current Year Budget ❖ Automated data sync up to three times per day plus on demand out of cycle data syncs. + Transactions Vena table for drill-through + ETL Jobs: <ul style="list-style-type: none"> ❖ GL Transaction ETL ❖ Balance Sheet Ending Balances ETL ❖ Drivers Attribute ETL + Scripts: <ul style="list-style-type: none"> ❖ Balance Sheet Roll Forward ❖ Current Year Net Income to Retained Earnings
P&L Reporting & Planning	Input Templates: <ul style="list-style-type: none"> + Full P&L Input Template with Drivers + Drivers Attribute Management Template Report Templates: <ul style="list-style-type: none"> + Variance Income Statement + Trended income Statement + Full Year Budget P&L + Unmapped Members Report
ADD-ON: Balance Sheet Reporting & Planning	Input Templates: <ul style="list-style-type: none"> + Balance Sheet Input Template with Drivers Report Templates: <ul style="list-style-type: none"> + Variance Balance Sheet + Trended Balance Statement ETL Jobs: <ul style="list-style-type: none"> + Add Balance Sheet Planning Members ETL
ADD-ON: Cash Flow Reporting & Planning	Input Templates: <ul style="list-style-type: none"> + Cash Flow Input Template + Cash Flow Management Template Report Templates: <ul style="list-style-type: none"> + Variance Cash Flow Statement + Trended Cash Flow Statement ETL Jobs: <ul style="list-style-type: none"> + Add Cash Flow Planning Members ETL + Create/Delete Cash Flow Hierarchy ETL

<p align="center">Security & Workflow</p>	<p>Security & Users:</p> <ul style="list-style-type: none"> + Single Sign On (SSO) Documentation + Initial User set up including: <ul style="list-style-type: none"> ❖ Application Permissions ❖ Data Permissions ❖ User Groups <p>Workflow:</p> <ul style="list-style-type: none"> + One (1) Workflow + Task Bindings
<p align="center">Vena Standard Manager Training</p>	<ul style="list-style-type: none"> + Access to Vena Learning Portal + Access to Vena training environment, during instructor-led portion of training + Vena add-in installation steps, if required + Pre-training file(s) (Excel files that will be used during product training) + Exercise guide (step by step instructions of each exercise) + 12 hours of standard manager training for up to 5 trainees <ul style="list-style-type: none"> ❖ 6 hours of instructor-led training + 6 hours of on-demand training
<p align="center">Coaching / Customization</p>	<ul style="list-style-type: none"> + 16 Hours of Coaching Hours + 40 Hours of Customization to Templates
<p>Notes & Assumptions</p> <ul style="list-style-type: none"> + Current year actuals (YTD) data, 3 years of historical data, and current year budget. + Customer will provide an IT resource for securing data and addressing IT-related issues. Where direct integration is not available, provide the flat file data in the prescribed format defined by Citrin Cooperman. + Customer will validate and reconcile all data loaded into Vena to ensure accuracy and address any data quality issues. + Customer will provide a named Microsoft Office license to leverage the Power Automate Vena Connector (if required). The Current Year Budget will be provided in a prescribed format for upload (if required). + Client is on a 12/31 YE 	

Project Activities

Activity	Citrin Cooperman Responsibilities	Customer Responsibilities
<p>Project Planning and Governance</p>	<ul style="list-style-type: none"> + Coordinate Citrin Cooperman resources and Citrin Cooperman-led activities + Facilitate project status calls and status reports + Assist Customer in developing a high-level project plan + Facilitate changes to project scope, timeline and resources + Assess remaining required assistance after the time/activities defined in this agreement are completed. 	<ul style="list-style-type: none"> + Provide Project Manager(s) to manage its responsibilities in this agreement and take overall responsibility of the Project and deliverables + Coordinate Customer resources and activities + Develop a detailed, task-level project plan, if required + Manage and resolve project issues and risks + Attend project status calls
<p>Solution Design</p>	<ul style="list-style-type: none"> + Lead workshops to define business/functional requirements + Review existing reports and templates (if applicable) + Develop Mock-ups for Templates/Reports (if applicable) + Develop High-level Functional Design document focusing on the subset of configuration defined below in "Build" 	<ul style="list-style-type: none"> + Solution Design Review with Customer to gain acceptance + Review and respond to the Pre-discovery questionnaire at least 5 business days prior to project start + Clearly communicate requirements in these workshops and provide written definition of requirements where deemed necessary to clearly articulate requirement + Review functional solution design with Citrin Cooperman and provide up to one round of feedback for Citrin Cooperman to incorporate into the Design
<p>Build</p>	<p>In accordance with project budget:</p> <ul style="list-style-type: none"> + Configure the data model(s) and underlying structure + Configure data load(s) from Customer source systems + Configure reports and input templates + Configure user security and workflow + Configure transactional drill-through 	<ul style="list-style-type: none"> + Provide daily feedback on deliverables as needed + Provide dimension and hierarchy structures in prescribed format + Transform data into the prescribed format (if applicable) + Configure templates upon being trained by Citrin Cooperman + Configure workflow settings and user security

	<ul style="list-style-type: none"> ✚ Configure workflow ✚ Configure cube to cube integrations (if applicable) ✚ All other required business logic/calculations will be defined in Customer Excel templates/reports 	
Test and Deploy	<ul style="list-style-type: none"> ✚ Unit testing of all Citrin Cooperman deliverables ✚ Provide assistance with UAT changes and adjustments ✚ Conduct meeting to review system testing and Customer-led User Acceptance Tests (“UAT”) strategy, plan and timelines ✚ Test system in collaboration with Customer power user to ensure the configured solution meets the solution design ✚ Introduction to the Customer Success team 	<ul style="list-style-type: none"> ✚ Customer drives the UAT and testing phase with Citrin Cooperman administrating ✚ Customer has extended availability prior to go-live to finalize and conduct testing ✚ Sign off on final acceptance of the solution

Out of scope

Any activities or deliverables not explicitly defined, listed or identified in the above section are deemed to be out of scope of the services, specifically

Pricing and Options

Citrin Cooperman and Customer agree that charges for this project should not exceed the fixed prices below unless changes or extensions to this fee schedule are mutually agreed upon and signed off on in writing by both Parties at which time a project Change Request (“CR”) will be issued by Citrin Cooperman.

Citrin Cooperman and Customer also agree that charges for this project should not exceed the fixed price unless changes or extensions to this fee schedule are mutually agreed upon and signed off on in writing by both Parties.

If it is determined that more effort is required after design is complete, a project Change Request (“CR”) will be issued by Citrin Cooperman

Vena Live in Five	Price
Base: Reporting & Planning	\$5,000
Base: 16 Coaching Hours	n/a
Base: Hybrid Manager Training (6 hours self-paced / 6 hours instructor-led)	n/a
Base Sub-Total	\$5,000
Add-On: Balance Sheet Reporting & Planning	\$5,000
Add-On: Cash Flow Reporting & Planning	\$5,000
Add-On: Flat File Approach (no direct connector)	\$5,000
Add-On: Customizations {T&M: 40 hours x \$200/hour}	\$10,000
Net Amount (USD)	\$30,000

Contract Amount:	\$30,000 USD
Payment Terms:	Prepaid
Payment Terms (CR):	Net 10 Days
Travel & Lodging:	Billed back to client (not anticipated)

Project Assumptions

- Assumes business requirements match the description of the deliverables herein, or at a minimum have been communicated in advance through a web meeting or phone call. All information shared is in a “completed” state and will not undergo changes mid-project.
- The Financial data coming from the source system does not require any material amount of data scrubbing or complex business rules applied prior to loading into the financial models. Customer IT function can provide support in extracting data from the source and setting up the Vena ETL middleware.

Customer environment: Windows/PC

Customer collaboration level: 0.25 FTE

Agreement

This agreement can only be amended in writing and signed by an authorized person at Citrin Cooperman and you. This letter constitutes the complete statement of agreement between Citrin Cooperman and the Client, superseding all proposals, oral or written, and all other communication, with respect to the terms of the consulting services to be provided by Citrin Cooperman to the Client. Should services other than those covered by the letter be requested, we will discuss with you the extent of these services and the basis for additional fees and, if deemed significant by both parties, a separate engagement letter.

Any and all claims by you arising with respect to or relating to this addendum must be commenced within one (1) year following the date on which Citrin Cooperman delivers its services associated with this addendum, by filing a written request for mediation. If this addendum is terminated and the related deliverables are not delivered to you, for any reason, any and all claims by you arising under this addendum must be commenced within one (1) year of the date you are informed of the addendum's termination.

Citrin Cooperman shall not be liable to you for any actions, damages, claims, liabilities, costs, expenses or losses in any way arising out of or relating to the services performed under this addendum for an aggregate amount in excess of the fees paid to Citrin Cooperman under this addendum. Subject to the foregoing, Citrin Cooperman shall not be liable to you for any actions, damages, claims, liabilities, costs, expenses or losses in any way arising out of or relating to the services performed under this addendum for an amount in excess of your actual damages. In no event shall Citrin Cooperman be liable for consequential, special, indirect, incidental, punitive or exemplary damages, costs, expenses, or losses (including, without limitation, lost profits and opportunity costs).

Acceptance

Your signing of this letter acknowledges your understanding of the scope, nature, objectives, and limitations of the consulting services to be provided and your acceptance of all terms herein.

Approved by:

Citrin Cooperman Advisors, LLC.

First Name Last Name, Title

Date

Date

Appendix

See supplemental attachment for asset screenshots.

WHY CITRIN COOPERMAN

- Citrin Cooperman's CPM team brings extensive experience in managing complex corporate performance management (CPM) projects across industries. Our proven methodologies and award-winning expertise with Vena Solutions ensure that your finance operations are optimized for efficiency and strategic decision-making. We streamline financial reporting, forecasting, budgeting, and analytics to help organizations elevate their finance function.

FOCUS ON EXECUTION



Our consultants don't just advise, they also execute. We only provide advice we know is realistic for your business

WE UNDERSTAND VALUE



Our background as an accounting firm means we care about the numbers in everything we recommend and always consider bottom-line benefits

BUILT FOR THE MIDDLE MARKET



We have the skill level of Fortune 500 but our history is in the middle market. We understand how the middle market determines priorities and what it takes to execute here

AWARDS

Award Received
2024



Award Received
2022



Award Received
2021



We look forward to working with you to elevate your finance operations and drive business success!

CONTACTS

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New York, NY 10020

Vena Professional



Pricing

Description	QTY	PER UNIT COST (ANNUAL)	TOTAL
Platform	1	\$30,000	\$30,000
Power Users	2	\$2,500	\$5,000
Contributor Users	4	\$1,200	\$4,800
Report (View Only) Users	10	\$350	\$3,500
Standard Annual Support (Telephone & Email Support between Monday-Friday 24/5)			Included
Vena Annual SaaS Subscription & Support Fees			\$43,300
Citrin Software Discount (50%)			(\$21,650)
Total Vena Annual Subscription & Support Fees			\$21,650

- * All Pricing in USD
- * Pricing based on a 3-year term
- * All Pricing Valid Until November 30th 2024



BOARD MEMORANDUM

DATE: November 25, 2024
TO: BOARD OF DIRECTORS
FROM: Mr. Dennis J. Hoffmeyer, Finance Manager/CFO
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***DISCUSSION AND OVERVIEW OF FINANCIAL STATEMENTS, REVENUE, AND EXPENSE AND DEPARTMENTAL BUDGET REPORTS FOR SEPTEMBER 2024. (FINANCE MANAGER HOFFMEYER)***

Discussion:

Presented here are the Balance Sheet and Profit/Loss Statement for the period ending September 30, 2024. Also included are individual departmental budget reports.

This is the ninth month of the District's Budget Year 2024. Historical trends for the District have our revenues at 75.9% and expenses are 75.3%. This would typically be 75.0% for traditional budgetary percentages. Operating revenues are above, and expenses are below for the actuals. Please refer to Diagram A for a graphical representation of this information.

Balance Sheet:

- Pages 1 and 2 are the balance sheet for the 9-month period and a graphic presentation of Assets, Liabilities, and Net Position on September 30, 2024. Additionally, there are pages 1A & 1B, which compare the annual quarterly performance with the previous year.
- The net change for the month-to-month (August to September) was a decrease of \$1,636,417.
- The month saw an increase in Cash and cash equivalents of \$571,492 and Investments decreased by \$2,303,678. Restricted – cash and cash equivalents decreased to \$31,909,239.
- First, the decrease in Investments is directly related to payment of the semi-annual bond payments. These payments include both the principal and interest on seven issues. The offset of this on the current liabilities side is Accrued interest payable and Revenue bonds payable (highlighted in orange).
- Finally, we have completed the reconciliation of the outstanding property tax assessment balances. This caused the Accounts receivable – property taxes and assessments to move up an additional \$484,776 (highlighted in yellow).
- Referencing page 1A, on the year-to-year comparison. Starting with Investments, there was an increase of \$4,159,147. Most of this increase is attributed to the Table A water sale to Westside and United (highlighted in orange).
- Next, the Restricted – cash and cash equivalents increased by \$30,229,894. This is attributed to the completion of the sales of the 2023A and 2024A water revenue bonds. While the two issues were more than \$30 Million combined, there were payments made

from both accounting for the difference. All accounting associated with this is highlighted in yellow.

- The last item of reference is the Capital assets – not being depreciated. This has a net year to year change of \$11,551,818 with the contributing factors being the various capital projects being actively constructed (highlighted in green).

Profit/Loss Statement:

- Page 3 is our consolidated profit and loss statement trending for the nine months.
- Starting with the operating revenues, the District is above the historical average at 77.7%.
- The District’s operating expenses are below historical averages at 66.9%.
- The Operating Revenue continues to see water sales increase for the month of September. As reported last month, Staff continues to see increased usage from the previous year. The year-to-year increase of 1,024 ac. ft. of additional billed usage. Contributing factors remain as the continued installation of new meters and continued hot weather (highlighted in Orange).
- All departmental budgets are within budget except for the two highlighted in yellow that continue to be above historical averages.
- Page 3A, showing the 3rd quarter, has two areas to discuss. The first is Water Sales (highlighted in orange) showing a quarterly increase of \$1,098,987 or 22.1%. The second is Source of Supply – Purchased Water (highlighted in green) which had an increase of \$372,799 or -33.9%.
- Finally, the two departments with above average expenditures were Facilities and Operations (highlighted in yellow). These are being pointed out due to increases in water treatment and increase power charges.
- Page 4 is the graphical representations of the operational and departmental budgets.
- Page 5 is the graphical representation of personnel to operations expenses.

Department Indicators

- Review of Operations shows the increase was related to Electricity, Palmdale Lake Management and Chemicals. At this point, the overall department budget will exceed 100% by an estimated 11 - 14% if surface water production remains at current levels.
- The review of Customer Care continues to see increases related to salaries and overtime with contributing factors being the use of temporary staffing and overtime to handle meter-related reading issues. While the department will exceed 100% for the year, the final estimate will be over by 4 – 6% Please refer to June’s month analysis since this is unchanged.

Departments:

Pages 6 through 16 are the detailed individual departmental budgets for your review.

Non-Cash Definitions:

Depreciation: This is the spreading of the total expense of a capital asset over the expected life of that asset.

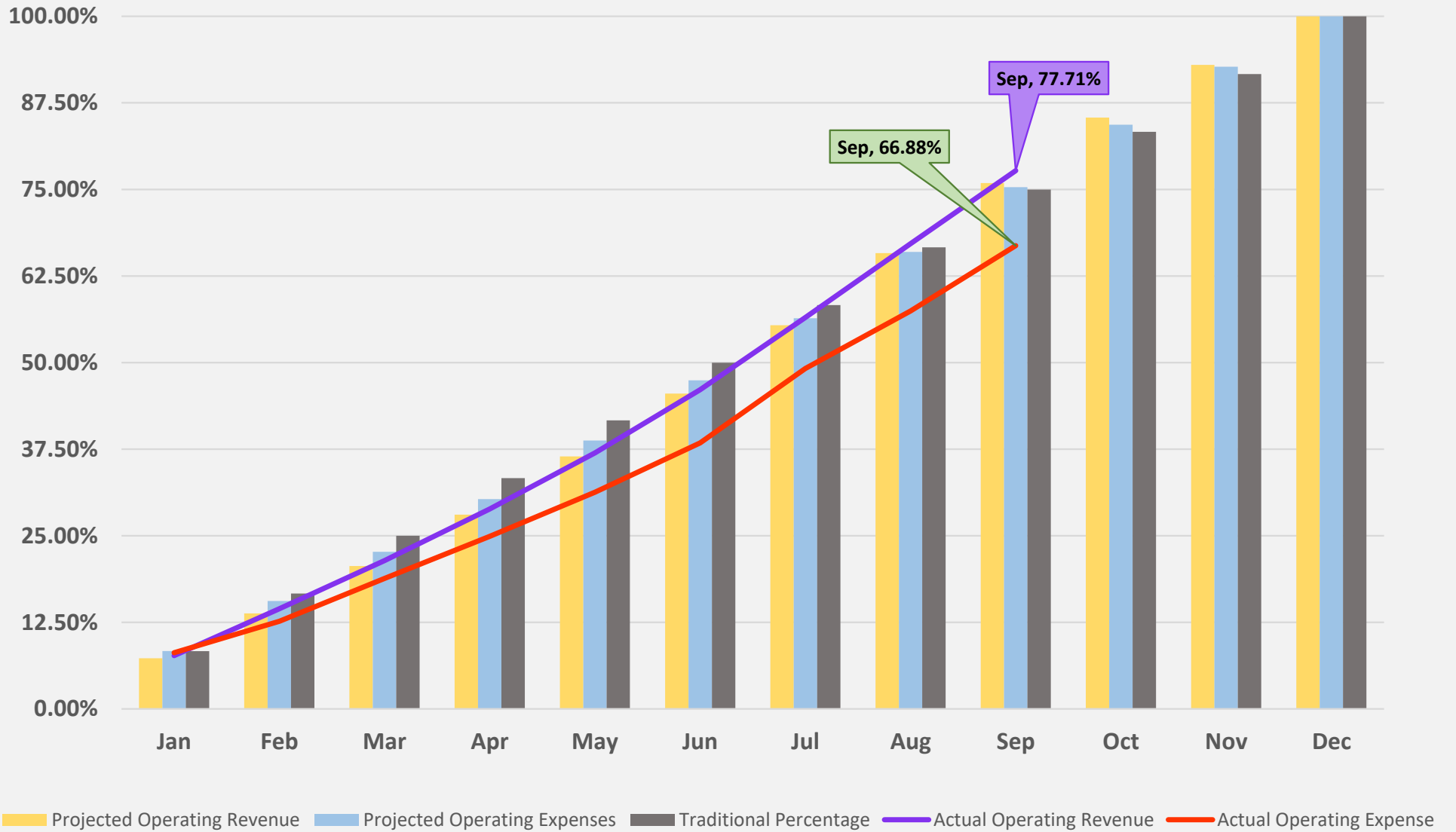
OPEB Accrual Expense: Other Post-Employment Benefits (OPEB) is the recognized annual required contribution to the benefit. The amount is actuarially determined in accordance with the parameters of GASB 45. The amount represents a level of funding that, if paid on an ongoing basis, is projected to cover normal costs each year.

Bad Debt: The uncollectible accounts receivable that has been written off.

Service Cost Construction: The value of material, parts & supplies from inventory used to construct, repair, and maintain our asset infrastructure.

Capitalized Construction: The value of our labor force used to construct our asset infrastructure.

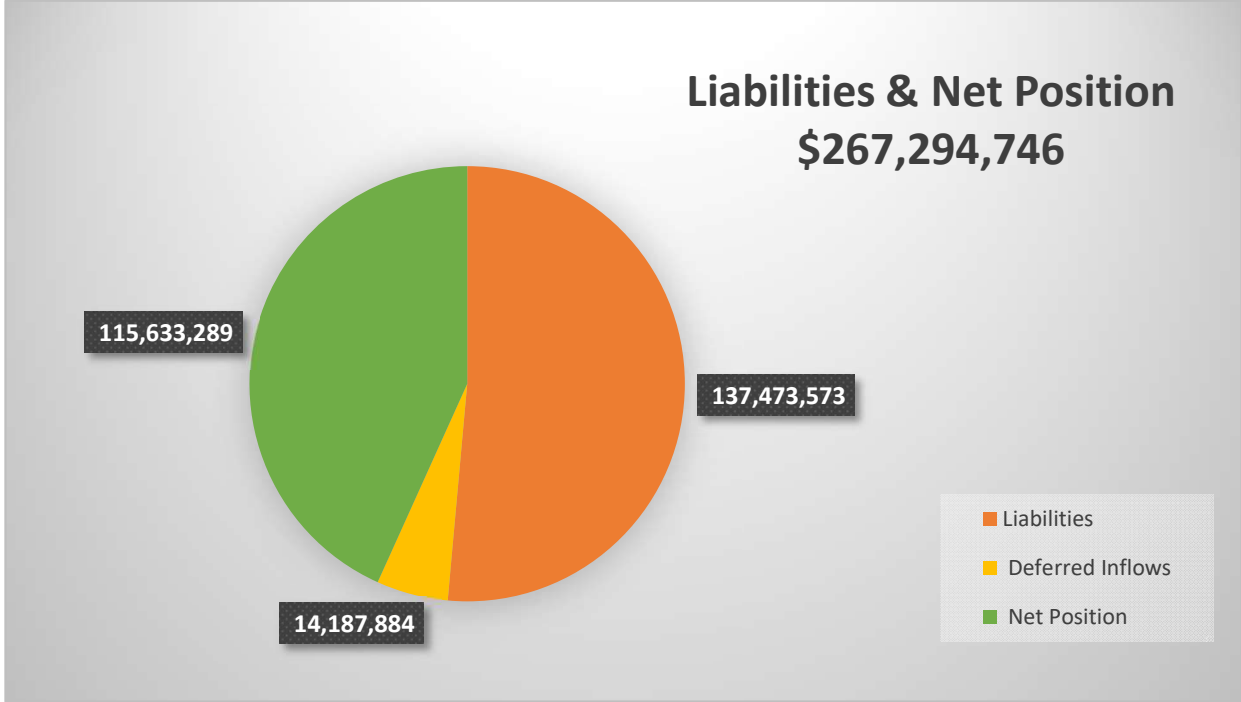
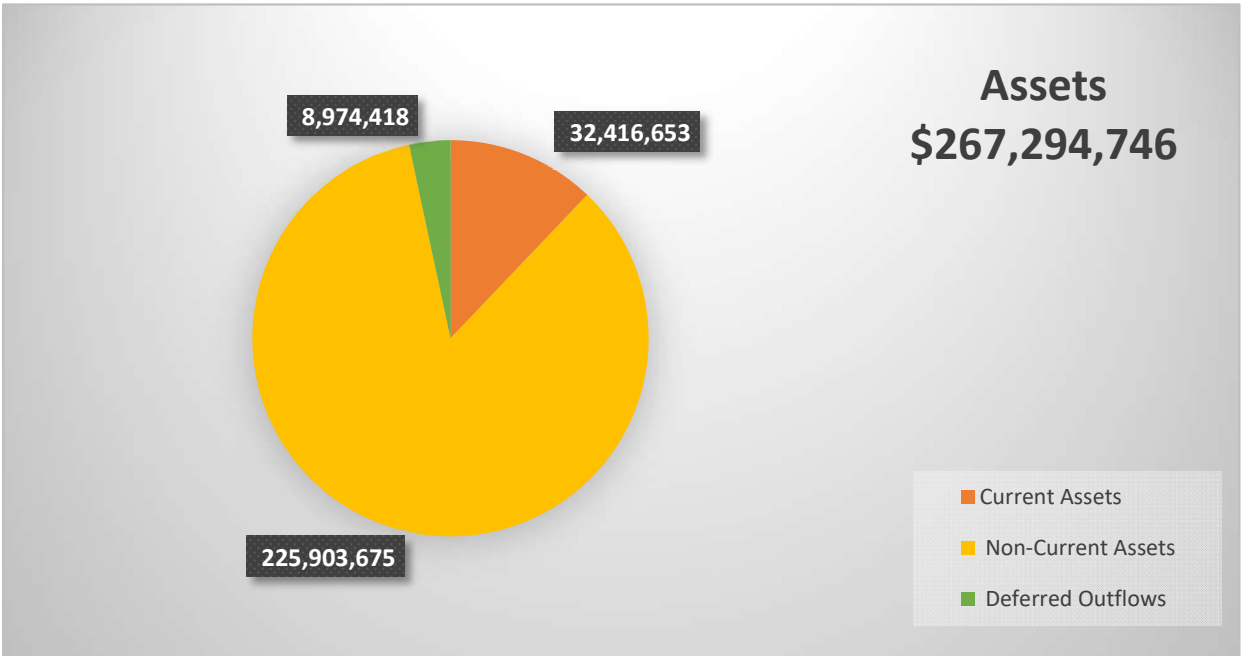
Palmdale Water District Monthly Budgetary Percentages



**Palmdale Water District
Balance Sheet Report**

	January 2024	February 2024	March 2024	April 2024	May 2024	June 2024	July 2024	August 2024	September 2024	October 2024	November 2024	December 2024
ASSETS												
Current Assets:												
Cash and cash equivalents	\$ 1,148,832	\$ 851,701	\$ 944,673	\$ 2,060,565	\$ 2,666,158	\$ 2,932,911	\$ 1,542,378	\$ 1,110,555	\$ 1,302,135			
Investments	14,815,906	15,344,955	14,093,087	16,978,653	17,973,440	17,728,608	17,312,722	16,920,322	14,616,645			
Accrued interest receivable	-	-	-	-	-	-	-	-	-			
Accounts receivable - water sales and services, net	2,352,337	2,260,874	2,169,111	2,213,693	2,448,689	2,920,402	3,312,744	3,554,214	3,551,216			
Accounts receivable - property taxes and assessments	3,911,134	3,472,417	3,445,109	381,666	372,517	355,933	9,871,702	9,658,056	10,142,832			
Lease receivable	102,586	102,586	102,586	102,586	102,586	113,735	113,735	113,735	113,735			
Accounts receivable - other	1,751,035	1,364,953	1,364,943	168,865	168,855	192,287	188,653	156,483	156,483			
Materials and supplies inventory	1,730,510	1,678,853	1,669,872	2,298,542	2,307,550	2,265,037	2,162,800	2,060,708	2,045,596			
Prepaid items and other deposits	857,562	528,055	488,636	558,528	442,251	402,865	498,967	530,284	488,012			
Total Current Assets	\$ 26,669,904	\$ 25,604,394	\$ 24,278,016	\$ 24,763,098	\$ 26,482,046	\$ 26,911,776	\$ 35,003,700	\$ 34,104,357	\$ 32,416,653	\$ -	\$ -	\$ -
Non-Current Assets:												
Restricted - cash and cash equivalents	\$ 13,928,913	\$ 13,420,918	\$ 13,420,918	\$ 35,248,537	\$ 34,495,200	\$ 33,513,416	\$ 33,298,546	\$ 32,609,053	\$ 31,909,239			
Lease receivable	380,463	380,463	380,463	380,463	380,463	266,728	266,728	266,728	266,728			
Investment in Palmdale Recycled Water Authority	2,206,782	2,206,782	2,206,782	2,206,782	2,206,782	2,234,414	2,234,414	2,234,414	2,234,414			
Right-to-use asset - being amortized, net	366,740	366,740	366,740	366,740	366,740	235,404	235,404	235,404	235,404			
Capital assets - not being depreciated	21,746,193	22,784,716	23,262,911	23,763,466	24,919,454	26,150,616	28,197,567	29,360,548	30,639,127			
Capital assets - being depreciated, net	163,365,738	162,804,939	162,266,283	161,706,302	161,146,413	161,535,977	161,695,753	161,142,942	160,618,763			
Total Non-Current Assets	\$ 201,994,828	\$ 201,964,557	\$ 201,904,097	\$ 223,672,290	\$ 223,515,052	\$ 223,936,556	\$ 225,928,412	\$ 225,849,089	\$ 225,903,675	\$ -	\$ -	\$ -
TOTAL ASSETS	\$ 228,664,732	\$ 227,568,951	\$ 226,182,113	\$ 248,435,388	\$ 249,997,098	\$ 250,848,332	\$ 260,932,112	\$ 259,953,446	\$ 258,320,328	\$ -	\$ -	\$ -
DEFERRED OUTFLOWS OF RESOURCES:												
Deferred loss on debt defeasance, net	\$ 2,978,265	\$ 2,978,265	\$ 2,978,265	\$ 2,978,265	\$ 1,161,600	\$ 1,158,300	\$ 1,155,000	\$ 1,151,700	\$ 1,148,400			
Deferred outflows of resources related to pensions	8,122,656	8,122,656	8,122,656	8,122,656	8,122,656	7,826,018	7,826,018	7,826,018	7,826,018			
Total Deferred Outflows of Resources	\$ 11,100,921	\$ 11,100,921	\$ 11,100,921	\$ 11,100,921	\$ 9,284,256	\$ 8,984,318	\$ 8,981,018	\$ 8,977,718	\$ 8,974,418	\$ -	\$ -	\$ -
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	\$ 239,765,654	\$ 238,669,873	\$ 237,283,034	\$ 259,536,309	\$ 259,281,354	\$ 259,832,650	\$ 269,913,130	\$ 268,931,164	\$ 267,294,746	\$ -	\$ -	\$ -
LIABILITIES AND NET POSITION												
Current Liabilities:												
Accounts payable and accrued expenses	\$ 1,002,714	\$ 283,457	\$ 661,819	\$ 665,432	\$ 342,747	\$ 791,888	\$ 2,011,819	\$ 844,960	\$ 1,416,452			
Customer deposits for water service	2,772,459	2,777,353	2,774,783	2,905,302	2,904,732	2,896,843	2,901,707	2,901,023	2,887,773			
Construction and developer deposits	1,676,656	1,691,656	1,691,656	1,699,656	1,699,656	1,699,656	1,708,156	1,708,156	1,708,156			
Accrued interest payable	920,305	1,150,382	34,173	292,996	585,991	878,987	1,171,983	1,464,978	30,156			
Long-term liabilities - due in one year:												
Compensated absences	199,984	203,616	203,616	216,331	220,535	220,535	187,360	187,360	185,024			
Rate Stabilization Fund	844,038	844,038	844,038	894,444	894,444	894,444	894,444	894,444	894,444			
Right-to-use lease payable	126,686	126,686	126,686	126,686	126,686	109,022	109,022	109,022	109,022			
Right-to-use asset financing	463,073	463,073	463,073	233,545	233,545	233,545	233,545	233,545	233,545			
Loan payable	-	-	-	-	-	-	-	-	-			
Revenue bonds payable	671,666	671,666	671,666	671,666	671,666	671,666	671,666	671,666	-			
Total Current Liabilities	\$ 8,677,581	\$ 8,211,927	\$ 7,471,509	\$ 7,706,056	\$ 7,680,002	\$ 8,396,586	\$ 9,889,701	\$ 9,015,155	\$ 7,464,571	\$ -	\$ -	\$ -
Non-Current Liabilities:												
Long-term liabilities - due in more than one year:												
Compensated absences	\$ 599,952	\$ 610,849	\$ 610,849	\$ 648,992	\$ 661,606	\$ 661,606	\$ 562,081	\$ 562,081	\$ 555,071			
Right-to-use lease payable	229,028	229,028	229,028	229,028	229,028	119,618	119,618	119,618	119,618			
Right-to-use asset financing	1,489,646	1,489,646	1,489,646	1,489,646	1,489,646	1,489,646	1,489,646	1,489,646	1,489,646			
Loan payable	3,760,564	3,755,040	3,749,516	4,389,168	2,761,677	2,753,156	2,744,635	2,736,113	2,727,592			
Revenue bonds payable	75,259,508	75,259,508	75,259,508	96,959,508	97,044,508	97,044,508	97,044,508	97,044,508	97,044,508			
Net other post employment benefits payable	14,448,195	14,633,198	14,726,517	14,818,414	14,911,427	12,674,071	12,770,943	12,864,996	12,957,186			
Aggregate net pension liability	13,730,102	13,730,102	13,730,102	13,730,102	13,730,102	15,115,381	15,115,381	15,115,381	15,115,381			
Total Non-Current Liabilities	\$ 109,516,995	\$ 109,707,370	\$ 109,795,165	\$ 132,264,858	\$ 130,827,993	\$ 129,857,985	\$ 129,846,811	\$ 129,932,343	\$ 130,009,001	\$ -	\$ -	\$ -
Total Liabilities	\$ 118,194,576	\$ 117,919,297	\$ 117,266,674	\$ 139,970,914	\$ 138,507,995	\$ 138,254,571	\$ 139,736,512	\$ 138,947,498	\$ 137,473,573	\$ -	\$ -	\$ -
DEFERRED INFLOWS OF RESOURCES:												
Unearned property taxes and assessments	\$ 3,583,333	\$ 2,866,667	\$ 2,150,000	\$ 1,433,333	\$ 1,916,667	\$ 1,116,667	\$ 9,916,667	\$ 9,116,667	\$ 8,037,500			
Deferred amounts related to leases	460,575	460,575	460,575	460,575	460,575	345,431	345,431	345,431	345,431			
Deferred amounts related to net pensions	5,274,161	5,274,161	5,274,161	5,274,161	5,274,161	5,804,953	5,804,953	5,804,953	5,804,953			
Total Deferred Inflows of Resources	\$ 9,318,069	\$ 8,601,403	\$ 7,884,736	\$ 7,168,069	\$ 7,651,403	\$ 7,267,051	\$ 16,067,051	\$ 15,267,051	\$ 14,187,884	\$ -	\$ -	\$ -
NET POSITION:												
Profit/(Loss) from Operations	\$ 814,818	\$ 941,691	\$ 924,142	\$ 1,366,796	\$ 2,426,904	\$ 3,413,462	\$ 3,212,001	\$ 3,819,048	\$ 4,735,723			
Restricted for investment in Palmdale Recycled Water Authority	2,206,782	2,206,782	2,206,782	2,206,782	2,206,782	2,234,414	2,234,414	2,234,414	2,234,414			
Unrestricted	109,231,409	109,000,700	109,000,700	108,823,748	108,488,270	108,663,153	108,663,153	108,663,153	108,663,153			
Total Net Position	\$ 112,253,009	\$ 112,149,173	\$ 112,131,624	\$ 112,397,325	\$ 113,121,956	\$ 114,311,029	\$ 114,109,567	\$ 114,716,615	\$ 115,633,289	\$ -	\$ -	\$ -
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION	\$ 239,765,654	\$ 238,669,873	\$ 237,283,034	\$ 259,536,309	\$ 259,281,354	\$ 259,832,650	\$ 269,913,130	\$ 268,931,164	\$ 267,294,746	\$ -	\$ -	\$ -

BALANCE SHEET AS OF SEPTEMBER 30, 2024



**Palmdale Water District
Balance Sheet Report
Annual Quarterly Comparison**

	September 2024	September 2023	Net Annual Change
ASSETS			
Current Assets:			
Cash and cash equivalents	\$ 1,302,135	\$ 496,227	\$ 805,908
Investments	14,616,645	10,457,498	4,159,147
Accrued interest receivable	-	-	-
Accounts receivable - water sales and services, net	3,551,216	2,816,811	734,405
Accounts receivable - property taxes and assessments	10,142,832	8,998,715	1,144,117
Lease Receivable	113,735	102,586	
Accounts receivable - other	156,483	107,320	49,163
Materials and supplies inventory	2,045,596	2,178,701	(133,106)
Prepaid items and other deposits	488,012	557,711	(69,698)
Total Current Assets	\$ 32,416,653	\$ 25,715,569	\$ 6,701,084
Non-Current Assets:			
Restricted - cash and cash equivalents	\$ 31,909,239	\$ 1,679,346	\$ 30,229,894
Lease Receivable	266,728	380,463	
Investment in Palmdale Recycled Water Authority	2,234,414	2,206,782	27,632
Right-to-use asset - being amortized, net	235,404	366,740	(131,336)
Capital assets - not being depreciated	30,639,127	19,087,309	11,551,818
Capital assets - being depreciated, net	160,618,763	164,017,799	(3,399,036)
Total Non-Current Assets	\$ 225,903,675	\$ 187,738,438	\$ 38,165,237
TOTAL ASSETS	\$ 258,320,328	\$ 213,454,007	\$ 44,866,321
DEFERRED OUTFLOWS OF RESOURCES:			
Deferred loss on debt defeasance, net	\$ 1,148,400	\$ 2,978,265	\$ (1,829,865)
Deferred outflows of resources related to pensions	7,826,018	8,122,656	(296,638)
Total Deferred Outflows of Resources	\$ 8,974,418	\$ 11,100,921	\$ (2,126,503)
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	\$ 267,294,746	\$ 224,554,928	\$ 42,739,818

**Palmdale Water District
Balance Sheet Report
Annual Quarterly Comparison**

	September 2024	September 2023	Net Annual Change
LIABILITIES AND NET POSITION			
Current Liabilities:			
Accounts payable and accrued expenses	\$ 1,416,452	\$ 789,752	\$ 626,700
Customer deposits for water service	2,887,773	2,826,633	61,141
Construction and developer deposits	1,708,156	1,668,656	39,500
Accrued interest payable	30,156	38,120	(7,964)
Long-term liabilities - due in one year:			
Compensated absences	185,024	598,807	(413,783)
Rate Stabilization Fund	894,444	844,038	50,406
Right-to-use lease payable	109,022	126,686	(17,664)
Right-to-use asset financing	233,545	225,581	7,964
Capital lease payable	-	-	(447,281)
Loan payable	-	-	-
Revenue bonds payable	-	-	-
Total Current Liabilities	\$ 7,464,571	\$ 7,118,272	\$ 346,299
Non-Current Liabilities:			
Long-term liabilities - due in more than one year:			
Compensated absences	\$ 555,071	\$ 199,602	\$ 355,468
Right-to-use lease payable	119,618	229,028	(109,410)
Right-to-use asset financing	1,489,646	1,952,719	(463,073)
Capital lease payable	-	-	-
Loan payable	2,727,592	3,782,660	(1,055,068)
Revenue bonds payable	97,044,508	62,411,174	34,633,334
Net other post employment benefits payable	12,957,186	14,158,482	(1,201,296)
Aggregate net pension liability	15,115,381	13,730,102	1,385,279
Total Non-Current Liabilities	\$ 130,009,001	\$ 96,463,768	\$ 33,545,234
Total Liabilities	\$ 137,473,573	\$ 103,582,040	\$ 33,891,533
DEFERRED INFLOWS OF RESOURCES:			
Unearned property taxes and assessments	\$ 8,037,500	\$ 6,450,000	\$ 1,587,500
Deferred amounts related to leases	345,431	460,575	(115,144)
Deferred inflows of resources related to pensions	5,804,953	5,274,161	530,792
Total Deferred Inflows of Resources	\$ 14,187,884	\$ 12,184,736	\$ 2,003,148
NET POSITION:			
Profit/(Loss) from Operations	\$ 4,735,723	\$ 1,125,175	\$ 3,610,548
Restricted for investment in Palmdale Recycled Water Authority	2,234,414	2,206,782	27,632
Unrestricted	108,663,153	105,456,196	3,206,957
Total Net Position	\$ 115,633,289	\$ 108,788,153	\$ 6,845,136
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION	\$ 267,294,746	\$ 224,554,928	\$ 42,739,818

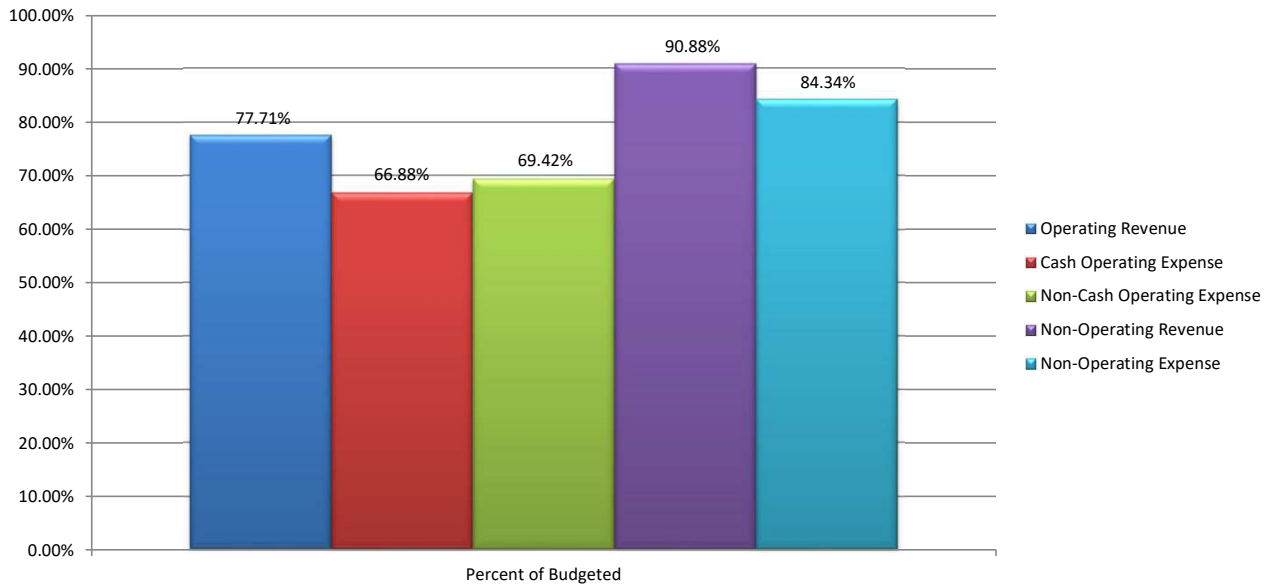
**Palmdale Water District
Consolidated Profit and Loss Statement
For the Nine Months Ending 9/30/2024**

	January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date	Adjustments	Adjusted Budget	% of Budget
Operating Revenue:																
Wholesale Water	\$ 11,608	\$ -	\$ 13,672	\$ 5,031	\$ 1,253	\$ 11,773	\$ 52,070	\$ -	\$ 10,780				\$ 106,186	\$ 400,000	26.55%	
Water Sales	683,470	561,031	550,004	655,957	896,640	1,230,413	1,588,081	1,725,947	1,662,869				9,554,411	11,600,000	82.37%	
Meter Fees	1,683,353	1,686,741	1,686,835	1,692,134	1,695,989	1,696,522	1,696,582	1,698,127	1,698,300				15,234,583	19,850,000	76.75%	
Water Quality Fees	23,538	20,599	20,709	24,524	32,209	41,279	49,667	51,745	49,175				313,443	600,000	52.24%	
Elevation Fees	19,094	15,933	15,958	20,180	29,456	39,322	48,822	51,408	47,135				287,308	350,000	82.09%	
Other	98,472	115,419	81,945	134,070	86,504	90,175	106,841	105,164	107,091				925,681	1,200,000	77.14%	
Drought Surcharge	-	-	-	-	-	-	-	-	-				-	-	-	
Total Operating Revenue	\$ 2,519,535	\$ 2,399,723	\$ 2,369,122	\$ 2,531,895	\$ 2,742,051	\$ 3,109,483	\$ 3,542,062	\$ 3,632,390	\$ 3,575,350	\$ -	\$ -	\$ -	\$ 26,421,612	\$ -	\$ 34,000,000	77.71%
Cash Operating Expenses:																
Directors	\$ 8,491	\$ 13,239	\$ 12,444	\$ 13,238	\$ 16,767	\$ 13,218	\$ 15,735	\$ 13,417	\$ 11,290				\$ 117,840	\$ 194,500	60.59%	
Administration-Services	204,089	173,504	174,970	173,750	191,371	178,446	270,078	177,729	124,587				1,668,525	2,818,875	59.19%	
Administration-District	298,311	199,955	224,488	261,979	225,360	396,050	143,197	171,670	202,444				2,123,453	3,021,616	70.28%	
Engineering	200,908	146,372	140,811	151,371	135,342	150,360	205,876	141,508	128,990				1,401,538	2,134,750	65.65%	
Facilities	639,939	561,331	507,048	461,618	613,532	608,459	821,341	792,847	678,298				5,684,413	8,154,071	69.71%	
Operations	543,909	334,864	216,048	260,731	357,351	351,082	827,876	404,201	379,811				3,675,872	4,341,785	84.66%	
Finance	180,694	153,926	143,696	148,011	145,975	158,662	207,740	158,818	124,058				1,421,581	1,987,750	71.52%	
Water Use Efficiency	25,116	24,322	23,570	24,396	24,108	22,193	42,247	23,113	23,012				232,078	326,800	71.02%	
Human Resources	73,041	43,879	52,136	44,638	49,792	62,743	81,902	58,648	45,891				512,668	727,750	70.45%	
Information Technology	238,010	239,623	136,535	126,135	133,015	114,167	171,451	141,522	118,217				1,418,675	2,056,747	68.98%	
Customer Care	173,084	137,869	133,297	145,239	135,159	130,132	223,863	130,715	132,351				1,341,709	1,651,350	81.25%	
Source of Supply-Purchased Water	38,345	29,102	(30,460)	12,815	439,220	214,230	535,410	548,000	15,090				1,801,752	2,780,000	64.81%	
Plant Expenditures	380	16,130	-	-	12,578	14,437	113	67,193	14,050				124,881	400,000	31.22%	
Sediment Removal Project	-	-	-	4,815	5,193	783	12,812	2,451	-				26,054	1,800,000	1.45%	
GAC Filter Media Replacement	-	167,000	-	-	167,000	-	167,000	117,461	-				618,461	750,000	82.46%	
Total Cash Operating Expenses	\$ 2,624,318	\$ 2,241,115	\$ 1,734,583	\$ 1,828,736	\$ 2,651,764	\$ 2,414,962	\$ 3,726,641	\$ 2,949,293	\$ 1,998,088	\$ -	\$ -	\$ -	\$ 22,169,500	\$ -	\$ 33,145,994	66.88%
Net Cash Operating Profit/(Loss)	\$ (104,783)	\$ 158,609	\$ 634,539	\$ 703,159	\$ 90,287	\$ 694,521	\$ (184,579)	\$ 683,097	\$ 1,577,262	\$ -	\$ -	\$ -	\$ 4,252,111	\$ -	\$ 854,006	497.90%
Non-Cash Operating Expenses:																
Depreciation	\$ 476,801	\$ 467,880	\$ 467,295	\$ 467,060	\$ 466,967	\$ 466,967	\$ 461,557	\$ 459,886	\$ 459,436				\$ 4,193,850	\$ 5,600,000	74.89%	
OPEB Accrual Expense	127,710	127,710	127,710	127,710	127,710	127,710	127,710	126,225	127,710				1,147,906	1,600,000	71.74%	
Bad Debts	(769)	4,714	1,483	3,969	(835)	2,421	30	(262)	-				10,750	25,000	43.00%	
Service Costs Construction	45,160	27,265	41,079	63,044	54,508	(8,199)	50,037	26,443	19,766				319,103	550,000	58.02%	
Capitalized Construction	(116,481)	(65,894)	(112,239)	(134,370)	(133,485)	(62,570)	(212,632)	(146,648)	(122,734)				(1,107,053)	(1,200,000)	92.25%	
Capital Contributions	-	-	-	-	-	-	-	-	-				-	-	-	
Total Non-Cash Operating Expenses	\$ 532,421	\$ 561,675	\$ 525,328	\$ 527,412	\$ 514,866	\$ 526,330	\$ 426,703	\$ 465,644	\$ 484,177	\$ -	\$ -	\$ -	\$ 4,564,556	\$ -	\$ 6,575,000	69.42%
Net Operating Profit/(Loss)	\$ (637,203)	\$ (403,067)	\$ 109,211	\$ 175,747	\$ (424,579)	\$ 168,192	\$ (611,282)	\$ 217,453	\$ 1,093,084	\$ -	\$ -	\$ -	\$ (312,444)	\$ -	\$ (5,720,994)	5.46%
Non-Operating Revenues:																
Assessments (Debt Service)	\$ 480,740	\$ 480,740	\$ 480,740	\$ 480,740	\$ 480,740	\$ 888,380	\$ 536,640	\$ 536,640	\$ 723,905				\$ 5,089,265	\$ 7,000,000	72.70%	
Assessments (1%)	641,942	235,927	235,927	247,566	235,927	970,601	263,360	263,360	355,262				3,449,871	3,450,000	100.00%	
DWR Fixed Charge Recovery	-	-	-	237,515	33,278	-	-	-	-				270,793	300,000	90.26%	
Interest	64,161	49,334	54,843	52,135	74,938	75,132	99,909	96,635	82,502				649,589	285,000	227.93%	
CIF - Infrastructure	-	25,567	12,416	13,084	10,725	24,207	1,164	6,510	-				93,673	200,000	46.84%	
CIF - Water Supply	-	15,966	-	8,981	-	15,296	-	15,835	-				56,078	350,000	16.02%	
State Water Project - Table A Water Sale	-	-	-	-	-	-	-	-	-				-	-	-	
Grants - State and Federal	-	-	-	371,863	819,915	-	31,339	-	-				1,223,118	1,100,000	111.19%	
Other	589,689	5,215	54,145	15,265	9,890	11,943	15,947	4,721	11,034				717,849	25,000	2871.40%	
Total Non-Operating Revenues	\$ 1,776,532	\$ 812,749	\$ 838,071	\$ 1,427,149	\$ 1,665,413	\$ 1,985,559	\$ 948,358	\$ 923,700	\$ 1,172,703	\$ -	\$ -	\$ -	\$ 11,550,235	\$ -	\$ 12,710,000	90.88%
Non-Operating Expenses:																
Interest on Long-Term Debt	\$ 227,095	\$ 227,095	\$ 227,095	\$ 288,413	\$ 288,413	\$ 288,413	\$ 288,413	\$ 288,413	\$ 288,413				\$ 2,411,764	\$ 2,743,231	87.92%	
Deferred Charges-Cost of Issuance	-	-	-	260,951	5,950	25,909	-	-	-				292,810	-	-	
Amortization of SWP	415,440	415,441	415,442	415,443	415,444	415,445	415,446	415,447	415,448				3,738,995	4,838,220	77.28%	
Change in Investments in PRWA	161	-	1,208	7,544	161	-	-	1,319	187				10,581	25,000	42.32%	
Water Conservation Programs	338	747	2,890	5,412	5,493	3,371	1,196	12,077	14,280				45,803	100,000	45.80%	
Total Non-Operating Expenses	\$ 643,033	\$ 643,282	\$ 646,634	\$ 977,764	\$ 715,462	\$ 733,138	\$ 705,055	\$ 717,257	\$ 718,328	\$ -	\$ -	\$ -	\$ 6,499,953	\$ -	\$ 7,706,451	84.34%
Net Earnings	\$ 496,296	\$ (233,599)	\$ 300,648	\$ 625,132	\$ 525,372	\$ 1,420,613	\$ (367,979)	\$ 423,896	\$ 1,547,459	\$ -	\$ -	\$ -	\$ 4,737,838	\$ -	\$ (717,445)	-660.38%

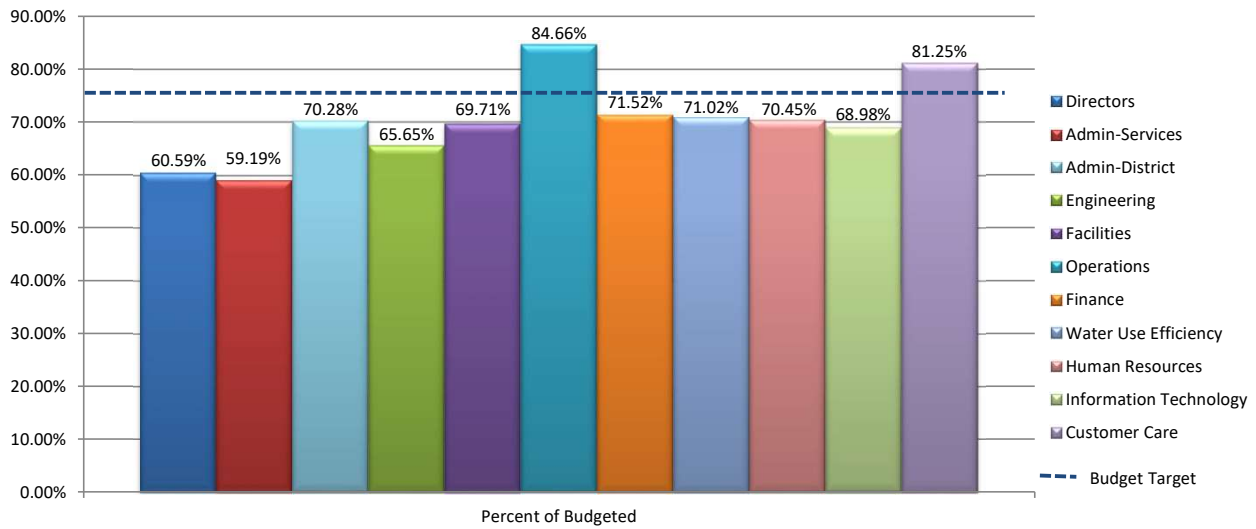
**Palmdale Water District
Profit and Loss Statement
Quarterly Comparison**

	<u>3rd Qtr 2023</u>	<u>3rd Qtr 2024</u>	<u>Change</u>	<u>% Change</u>
Operating Revenue:				
Wholesale Water	\$ 88,489	\$ 62,850	\$ (25,639)	-40.79%
Water Sales	3,877,909	4,976,897	1,098,987	22.08%
Meter Fees	4,591,599	5,093,008	501,410	9.85%
Water Quality Fees	178,458	150,587	(27,871)	-18.51%
Elevation Fees	120,386	147,365	26,979	18.31%
Other	416,310	319,096	(97,214)	-30.47%
Drought Surcharge	-	-	-	
Total Operating Revenue	\$ 9,273,150	\$ 10,749,802	\$ 1,476,652	13.74%
Cash Operating Expenses:				
Directors	\$ 37,807	\$ 40,442	\$ 2,635	6.52%
Administration-Services	545,682	572,394	26,712	4.67%
Administration-District	646,623	517,311	(129,312)	-25.00%
Engineering	496,019	476,375	(19,645)	-4.12%
Facilities	1,850,632	2,292,486	441,853	19.27%
Operations	1,197,368	1,611,887	414,519	25.72%
Finance	454,203	490,616	36,413	7.42%
Water Conservation	76,323	88,372	12,049	13.63%
Human Resources	168,390	186,440	18,051	9.68%
Information Technology	375,811	431,190	55,379	12.84%
Customer Care	432,135	486,929	54,795	11.25%
Source of Supply-Purchased Water	725,701	1,098,500	372,799	33.94%
Plant Expenditures	116,144	81,356	(34,788)	-42.76%
Sediment Removal Project	-	15,263	15,263	100.00%
GAC Filter Media Replacement	107,626	284,461	176,835	62.16%
Total Cash Operating Expenses	\$ 7,230,464	\$ 8,674,023	\$ 1,443,558	16.64%
Non-Cash Operating Expenses:				
Depreciation	\$ 1,485,941	\$ 1,380,879	\$ (105,062)	-7.61%
OPEB Accrual Expense	383,130	381,645	(1,485)	-0.39%
Bad Debts	43,184	(232)	(43,416)	18728.95%
Service Costs Construction	269,698	96,246	(173,452)	-180.22%
Capitalized Construction	(348,687)	(482,014)	(133,327)	27.66%
Capital Contributions	-	-	-	
Total Non-Cash Operating Expenses	\$ 1,833,266	\$ 1,376,524	\$ (456,742)	-33.18%
Net Operating Profit/(Loss)	\$ 209,420	\$ 699,255	\$ 489,835	70.05%
Non-Operating Revenues:				
Assessments (Debt Service)	\$ 1,442,220	\$ 1,797,185	\$ 354,965	19.75%
Assessments (1%)	707,780	881,982	174,202	19.75%
DWR Fixed Charge Recovery	34,761	-	(34,761)	0.00%
Interest	166,593	279,045	112,452	40.30%
CIF - Infrastructure	-	7,674	7,674	100.00%
CIF - Water Supply	-	15,835	15,835	100.00%
State Water Project - Table A Water Sale	-	-	-	
Grants - State and Federal	-	31,339	31,339	100.00%
Other	86,067	31,702	(54,365)	-171.49%
Total Non-Operating Revenues	\$ 2,437,421	\$ 3,044,762	\$ 607,341	19.95%
Non-Operating Expenses:				
Interest on Long-Term Debt	\$ 498,225	\$ 865,240	\$ 367,016	42.42%
Deferred Charges-Cost of Issuance	-	-	-	
Amortization of SWP	1,123,170	1,246,341	123,170	9.88%
Change in Investments in PRWA	323	1,505	1,183	78.55%
Water Conservation Programs	34,248	27,554	(6,694)	-24.30%
Total Non-Operating Expenses	\$ 1,655,966	\$ 2,140,640	\$ 484,674	22.64%
Net Earnings	\$ 990,875	\$ 1,603,377	\$ 612,502	38.20%

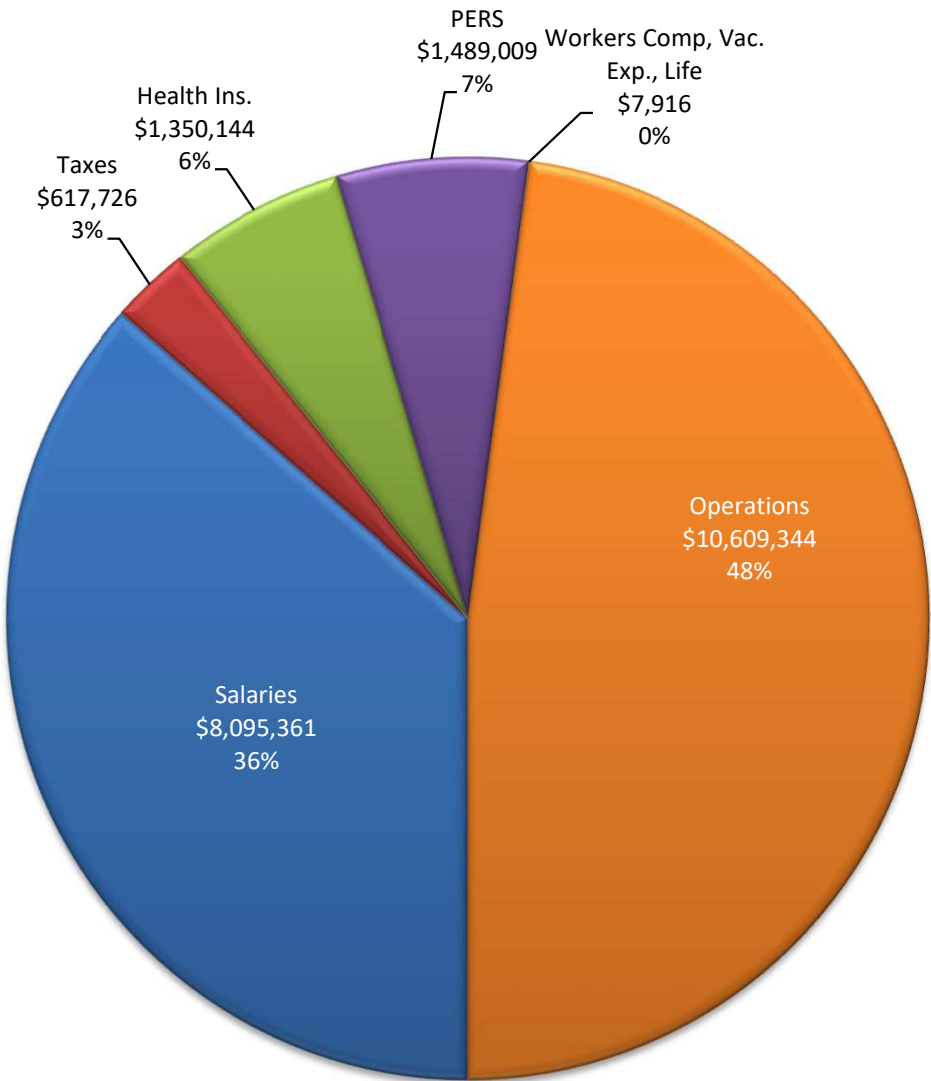
P & L BUDGET vs. ACTUAL



DEPARTMENTAL - BUDGET vs. ACTUAL



**Personnel to Operations Exp
YTD 09/30/2024
\$22,169,500**



- Salaries
- Taxes
- Health Ins.
- PERS
- Workers Comp, Vac. Exp., Life
- Operations

**Palmdale Water District
2024 Directors Budget
For the Nine Months Ending Monday, September 30, 2024**

	YTD ACTUAL 2024	ORIGINAL BUDGET 2024	ADJUSTMENTS 2024	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-01-4000-000 Directors Pay	\$	-	\$	-	-
Employee Benefits					
1-01-4005-000 Payroll Taxes	5,806	9,500		3,694	61.12%
1-01-4010-000 Health Insurance - Directors	20,576	30,000		9,424	68.59%
Subtotal (Benefits)	26,382	39,500	-	13,118	66.79%
 Total Personnel Expenses	<u>\$ 26,382</u>	<u>\$ 39,500</u>	<u>\$ -</u>	<u>\$ 13,118</u>	<u>66.79%</u>
 OPERATING EXPENSES:					
1-01-xxxx-006 Director Share - Dizmang, Gloria	\$ 220				
1-01-xxxx-008 Director Share - Mac Laren, Kathy	\$ 16,035				
1-01-xxxx-010 Director Share - Dino, Vincent	\$ 20,678				
1-01-xxxx-012 Director Share - Wilson, Don	\$ 18,562				
1-01-xxxx-014 Director Share - Kellerman, Scott	\$ 17,125				
1-01-xxxx-015 Director Share - Sanchez, Cynthia	\$ 18,838				
Subtotal Operating Expenses	91,457	155,000	-	63,543	59.00%
 Total O & M Expenses	<u>\$ 117,840</u>	<u>\$ 194,500</u>	<u>\$ -</u>	<u>\$ 76,660</u>	<u>60.59%</u>

Palmdale Water District
2024 Administration Services Budget
For the Nine Months Ending Monday, September 30, 2024

	YTD ACTUAL 2024	ORIGINAL BUDGET 2024	ADJUSTMENTS 2024	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-02-4000-000 Salaries	\$ 1,074,281	\$ 1,859,500		\$ 785,219	57.77%
1-02-4000-100 Overtime	2,490	5,000		2,510	49.81%
Subtotal (Salaries)	\$ 1,076,771	\$ 1,864,500	\$ -	\$ 787,729	57.75%
Employee Benefits					
1-02-4005-000 Payroll Taxes	76,456	144,750		68,294	52.82%
1-02-4010-000 Health Insurance	132,095	202,250		70,155	65.31%
1-02-4015-000 PERS	94,090	193,000		98,910	48.75%
Subtotal (Benefits)	\$ 302,641	\$ 540,000	\$ -	\$ 237,359	56.04%
Total Personnel Expenses	\$ 1,379,412	\$ 2,404,500	\$ -	\$ 1,025,088	57.37%
OPERATING EXPENSES:					
1-02-4050-000 Staff Travel	\$ 8,130	\$ 18,500	\$ -	\$ 10,370	43.94%
1-02-4050-100 General Manager Travel	3,584	5,500		1,916	65.16%
1-02-4060-000 Staff Conferences & Seminars	1,765	7,500		5,735	23.54%
1-02-4060-100 General Manager Conferences & Seminars	1,825	4,000		2,175	45.63%
1-02-4130-000 Bank Charges	162,319	204,875		42,556	79.23%
1-02-4150-000 Accounting Services	24,498	35,000		10,502	69.99%
1-02-4175-000 Permits	1,700	10,000		8,300	17.00%
1-02-4180-000 Postage	8,067	15,500		7,433	52.04%
1-02-4190-100 Public Relations - Publications	30,755	32,500		1,745	94.63%
1-02-4190-700 Public Affairs - Marketing/Outreach	31,099	40,000		8,901	77.75%
1-02-4190-710 Public Affairs -Advertising	900	4,000		3,100	22.50%
1-02-4190-720 Public Affairs - Equipment	-	1,000		1,000	0.00%
1-02-4190-730 Public Affairs -Conference/Seminar/Travel	675	4,000		3,325	16.88%
1-02-4190-740 Public Affairs - Consultants	-	2,000		2,000	0.00%
1-02-4190-750 Public Affairs - Membership	362	1,500		1,138	24.13%
1-02-4200-000 Advertising	399	1,000		601	39.88%
1-02-4205-000 Office Supplies	13,035	27,500		14,465	47.40%
Subtotal Operating Expenses	\$ 289,113	\$ 414,375	\$ -	\$ 125,262	69.77%
Total Departmental Expenses	\$ 1,668,525	\$ 2,818,875	\$ -	\$ 1,150,350	59.19%

Palmdale Water District
2024 Administration District Wide Budget
For the Nine Months Ending Monday, September 30, 2024

	YTD ACTUAL 2024	ORIGINAL BUDGET 2024	ADJUSTMENTS 2024	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-02-5070-001 On-Call	\$ 64,848	\$ 90,000		\$ 25,152	72.05%
Subtotal (Salaries)	\$ 64,848	\$ 90,000	\$ -	\$ 25,152	72.05%
Employee Benefits					
1-02-5070-002 PERS-Unfunded Liability	750,615	1,039,041		288,426	72.24%
1-02-5070-003 Workers Compensation	83,588	230,000		146,412	36.34%
1-02-5070-004 Vacation Benefit Expense	(80,338)	95,000		175,338	-84.57%
1-02-5070-005 Life Insurance	4,666	7,000		2,334	66.66%
Subtotal (Benefits)	\$ 758,531	\$ 1,371,041	\$ -	\$ 612,510	55.33%
Total Personnel Expenses	\$ 823,379	\$ 1,461,041	\$ -	\$ 637,662	56.36%
OPERATING EXPENSES:					
1-02-5070-006 Other Operating	33,155	\$ 55,000		21,845	60.28%
1-02-5070-007 Consultants	496,192	500,000		3,808	99.24%
1-02-5070-008 Insurance	356,989	500,000		143,011	71.40%
1-02-5070-009 Groundwater Adjudication - Legal	4,212	25,000		20,788	16.85%
1-02-5070-010 Legal Services	148,513	175,000		26,487	84.86%
1-02-5070-011 Memberships/Subscriptions	151,769	158,000		6,231	96.06%
1-02-5070-014 Groundwater Adjudication - Assessment	70,287	47,575		(22,712)	147.74%
1-02-5070-099 100th Anniversary - Littlerock Dam	38,957	100,000		61,043	38.96%
Subtotal Operating Expenses	\$ 1,300,074	\$ 1,560,575	\$ -	\$ 260,501	83.31%
Total Departmental Expenses	\$ 2,123,453	\$ 3,021,616	\$ -	\$ 898,163	70.28%

Palmdale Water District
2024 Engineering Budget
For the Nine Months Ending Monday, September 30, 2024

	YTD ACTUAL 2024	ORIGINAL BUDGET 2024	ADJUSTMENTS 2024	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-03-4000-000 Salaries	\$ 1,028,401	1,561,000.00	\$ -	\$ 532,599	65.88%
1-03-4000-100 Overtime	5,108	16,000.00		10,892	31.92%
Subtotal (Salaries)	<u>\$ 1,033,509</u>	<u>\$ 1,577,000</u>	<u>\$ -</u>	<u>\$ 543,491</u>	<u>65.54%</u>
Employee Benefits					
1-03-4005-000 Payroll Taxes	81,449	119,750.00		38,301	68.02%
1-03-4010-000 Health Insurance	180,758	249,000.00		68,242	72.59%
1-03-4015-000 PERS	94,584	156,500.00		61,916	60.44%
Subtotal (Benefits)	<u>\$ 356,791</u>	<u>\$ 525,250</u>	<u>\$ -</u>	<u>\$ 168,459</u>	<u>67.93%</u>
Total Personnel Expenses	<u><u>\$ 1,390,300</u></u>	<u><u>\$ 2,102,250</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 711,950</u></u>	<u><u>66.13%</u></u>
OPERATING EXPENSES:					
1-03-4050-000 Staff Travel	\$ 1,569	\$ 4,000		2,431	39.22%
1-03-4060-000 Staff Conferences & Seminars	2,409	10,000		7,591	24.09%
1-03-4155-000 Contracted Services	-	3,000		3,000	0.00%
1-03-4165-000 Memberships/Subscriptions	5,866	7,000		1,134	83.80%
1-03-4250-000 General Materials & Supplies	1,394	7,500		6,106	18.59%
1-03-4250-100 Supplies - Plotter Paper/Toner	-	1,000		1,000	0.00%
Subtotal Operating Expenses	<u>\$ 11,238</u>	<u>\$ 32,500</u>	<u>\$ -</u>	<u>\$ 21,262</u>	<u>34.58%</u>
Total Departmental Expenses	<u><u>\$ 1,401,538</u></u>	<u><u>\$ 2,134,750</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 733,212</u></u>	<u><u>65.65%</u></u>

Palmdale Water District
2024 Facilities Budget
For the Nine Months Ending Monday, September 30, 2024

	YTD ACTUAL 2024	ORIGINAL BUDGET 2024	ADJUSTMENTS 2024	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-04-4000-000 Salaries	\$ 1,719,208	\$ 2,649,000		\$ 929,792	64.90%
1-04-4000-100 Overtime	120,574	150,000		29,426	80.38%
Subtotal (Salaries)	<u>\$ 1,839,782</u>	<u>\$ 2,799,000</u>	\$ -	<u>\$ 959,218</u>	<u>65.73%</u>
Employee Benefits					
1-04-4005-000 Payroll Taxes	140,760	213,000		72,240	66.08%
1-04-4010-000 Health Insurance	349,856	558,000		208,144	62.70%
1-04-4015-000 PERS	151,335	227,000		75,665	66.67%
Subtotal (Benefits)	<u>\$ 641,951</u>	<u>\$ 998,000</u>	\$ -	<u>\$ 356,049</u>	<u>64.32%</u>
Total Personnel Expenses	<u><u>\$ 2,481,733</u></u>	<u><u>\$ 3,797,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 1,315,267</u></u>	<u><u>65.36%</u></u>
OPERATING EXPENSES:					
1-04-4050-000 Staff Travel	\$ 10,291	\$ 5,000		\$ (5,291)	205.82%
1-04-4060-000 Staff Conferences & Seminars	5,717	7,500		1,783	76.23%
1-04-4155-000 Contracted Services	173,490	272,614		99,124	63.64%
1-04-4175-000 Permits-Dams	61,366	70,000		8,634	87.67%
1-04-4215-100 Natural Gas - Wells & Boosters	179,802	500,000		320,198	35.96%
1-04-4215-200 Natural Gas - Buildings	5,804	15,500		9,696	37.45%
1-04-4220-100 Electricity - Wells & Boosters	1,766,444	2,000,000		233,556	88.32%
1-04-4220-200 Electricity - Buildings	82,817	106,815		23,998	77.53%
1-04-4225-000 Maint. & Repair - Vehicles	35,709	38,000		2,291	93.97%
1-04-4230-100 Maint. & Rep. Office Building	7,347	12,500		5,153	58.78%
1-04-4230-200 Maint. & Rep. Two Way Radios	541	1,500		959	36.06%
1-04-4235-110 Maint. & Rep. Equipment	4,200	10,000		5,800	42.00%
1-04-4235-400 Maint. & Rep. Operations - Wells	76,433	105,000		28,567	72.79%
1-04-4235-405 Maint. & Rep. Operations - Boosters	59,457	85,000		25,543	69.95%
1-04-4235-410 Maint. & Rep. Operations - Shop Bldgs	5,064	5,000		(64)	101.27%
1-04-4235-415 Maint. & Rep. Operations - Facilities	34,149	50,000		15,851	68.30%
1-04-4235-420 Maint. & Rep. Operations - Water Lines	209,049	300,000		90,951	69.68%
1-04-4235-425 Maint. & Rep. Operations - Littlerock Dam	9,757	24,842		15,085	39.27%
1-04-4235-435 Maint. & Rep. Operations - Palmdale Canal	-	8,500		8,500	0.00%
1-04-4235-440 Maint. & Rep. Operations - Large Meters	-	3,265		3,265	0.00%
1-04-4235-450 Maint. & Rep. Operations - Hypo Generators	45	10,000		9,955	0.45%
1-04-4235-455 Maint. & Rep. Operations - Heavy Equipment	37,915	47,500		9,585	79.82%
1-04-4235-460 Maint. & Rep. Operations - Storage Reservoirs	1,838	10,000		8,162	18.38%
1-04-4235-461 Maint. & Rep. Operations - Air Vac	2,701	5,750		3,049	46.97%
1-04-4235-470 Maint. & Rep. Operations - Meters Exchanges	21,550	35,000		13,450	61.57%
1-04-4300-100 Testing - Regulatory Compliance	8,475	12,500		4,025	67.80%
1-04-4300-200 Testing - Large Meters	1,470	14,000		12,530	10.50%
1-04-4300-300 Testing - Edison Testing	12,300	11,437		(863)	107.55%
1-04-6000-000 Waste Disposal	16,797	17,500		703	95.98%
1-04-6100-100 Fuel and Lube - Vehicle	110,702	212,097		101,395	52.19%
1-04-6100-200 Fuel and Lube - Machinery	24,547	28,000		3,453	87.67%
1-04-6200-000 Uniforms	18,968	34,000		15,032	55.79%
1-04-6300-100 Supplies - General	36,104	58,000		21,896	62.25%
1-04-6300-300 Supplies - Electrical	-	2,500		2,500	0.00%
1-04-6300-800 Supplies - Construction Materials	26,966	27,750		784	97.18%
1-04-6400-000 Tools	33,286	38,000		4,714	87.60%
1-04-7000-100 Leases -Equipment	8,413	12,000		3,587	70.11%
1-04-7000-200 Leases -Vehicles	113,165	160,000		46,835	70.73%
Subtotal Operating Expenses	<u>\$ 3,202,680</u>	<u>\$ 4,357,070</u>	<u>\$ -</u>	<u>\$ 1,154,390</u>	<u>73.51%</u>
Total Departmental Expenses	<u><u>\$ 5,684,413</u></u>	<u><u>\$ 8,154,070</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 2,469,657</u></u>	<u><u>69.71%</u></u>

Palmdale Water District
2024 Operation Budget
For the Nine Months Ending Monday, September 30, 2024

	YTD ACTUAL 2024	ORIGINAL BUDGET 2024	ADJUSTMENTS 2024	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-05-4000-000 Salaries	\$ 1,148,726	\$ 1,371,500		\$ 222,774	83.76%
1-05-4000-100 Overtime	82,674	100,000		17,326	82.67%
Subtotal (Salaries)	\$ 1,231,400	\$ 1,471,500	\$ -	\$ 240,100	83.68%
Employee Benefits					
1-05-4005-000 Payroll Taxes	96,580	119,500		22,920	80.82%
1-05-4010-000 Health Insurance	169,258	228,000		58,742	74.24%
1-05-4015-000 PERS	107,998	149,000		41,002	72.48%
Subtotal (Benefits)	\$ 373,836	\$ 496,500	\$ -	\$ 122,664	75.29%
Total Personnel Expenses	\$ 1,605,236	\$ 1,968,000	\$ -	\$ 362,764	81.57%
OPERATING EXPENSES:					
1-05-4050-000 Staff Travel	\$ 3,183	\$ 3,300		\$ 117	96.44%
1-05-4060-000 Staff Conferences & Seminars	550	3,300		2,750	16.67%
1-05-4155-000 Contracted Services	59,695	82,158		22,463	72.66%
1-05-4175-000 Permits	108,356	105,000		(3,356)	103.20%
1-05-4215-200 Natural Gas - WTP	660	3,000		2,340	22.00%
1-05-4220-200 Electricity - WTP	435,304	425,000		(10,304)	102.42%
1-05-4230-110 Maint. & Rep. - Office Equipment	1,241	5,800		4,559	21.40%
1-05-4235-110 Maint. & Rep. Operations - Equipment	22,361	40,000		17,639	55.90%
1-05-4235-410 Maint. & Rep. Operations - Shop Bldgs	497	7,000		6,503	7.10%
1-05-4235-415 Maint. & Rep. Operations - Facilities	51,866	82,000		30,134	63.25%
1-05-4236-000 Palmdale Lake Management	183,505	200,000		16,495	91.75%
1-05-6000-000 Waste Disposal	2,582	50,000		47,418	5.16%
1-05-6200-000 Uniforms	8,891	15,595		6,704	57.01%
1-05-6300-100 Supplies - Misc.	7,809	30,000		22,192	26.03%
1-05-6300-600 Supplies - Lab	49,759	82,931		33,172	60.00%
1-05-6300-700 Outside Lab Work	52,075	82,303		30,228	63.27%
1-05-6400-000 Tools	1,412	6,398		4,986	22.07%
1-05-6500-000 Chemicals	1,080,890	1,150,000		69,110	93.99%
Subtotal Operating Expenses	\$ 2,070,636	\$ 2,373,785	\$ -	\$ 303,149	87.23%
Total Departmental Expenses	\$ 3,675,872	\$ 4,341,785	\$ -	\$ 665,913	84.66%

Palmdale Water District
2024 Finance Budget
For the Nine Months Ending Monday, September 30, 2024

	YTD ACTUAL 2024	ORIGINAL BUDGET 2024	ADJUSTMENTS 2024	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-06-4000-000 Salaries	\$ 759,746	\$ 1,120,000		\$ 360,254	67.83%
1-06-4000-100 Overtime	3,380	6,000		2,620	56.33%
Subtotal (Salaries)	<u>\$ 763,126</u>	<u>\$ 1,126,000</u>	<u>\$ -</u>	<u>\$ 362,874</u>	<u>67.77%</u>
Employee Benefits					
1-06-4005-000 Payroll Taxes	60,551	85,250		24,699	71.03%
1-06-4010-000 Health Insurance	151,560	211,000		59,440	71.83%
1-06-4015-000 PERS	84,847	122,250		37,403	69.40%
Subtotal (Benefits)	<u>\$ 296,958</u>	<u>\$ 418,500</u>	<u>\$ -</u>	<u>\$ 121,542</u>	<u>70.96%</u>
Total Personnel Expenses	<u><u>\$ 1,060,084</u></u>	<u><u>\$ 1,544,500</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 484,416</u></u>	<u><u>68.64%</u></u>
OPERATING EXPENSES:					
1-06-4050-000 Staff Travel	\$ 2,033	\$ 3,000		\$ 967	67.75%
1-06-4060-000 Staff Conferences & Seminars	894	2,500		1,606	35.76%
1-06-4155-000 Contracted Services	17,785	21,250		3,465	83.69%
1-06-4155-100 Contracted Services - Infosend	247,052	325,000		77,948	76.02%
1-06-4165-000 Memberships/Subscriptions	288	500		212	57.65%
1-06-4250-000 General Material & Supplies	-	1,500		1,500	0.00%
1-06-4260-000 Business Forms	1,000	1,500		500	66.67%
1-06-4270-100 Telecommunication - Office	68,912	65,000		(3,912)	106.02%
1-06-4270-200 Telecommunication - Cellular Stipend	21,510	20,000		(1,510)	107.55%
1-06-7000-100 Leases - Equipment	2,022	3,000		978	67.41%
Subtotal Operating Expenses	<u>\$ 361,497</u>	<u>\$ 443,250</u>	<u>\$ -</u>	<u>\$ 81,753</u>	<u>81.56%</u>
Total Departmental Expenses	<u><u>\$ 1,421,581</u></u>	<u><u>\$ 1,987,750</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 566,169</u></u>	<u><u>71.52%</u></u>

Palmdale Water District
2024 Water Use Efficiency Budget
For the Nine Months Ending Monday, September 30, 2024

	YTD ACTUAL 2024	ORIGINAL BUDGET 2024	ADJUSTMENTS 2024	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-07-4000-000 Salaries	\$ 156,916	\$ 205,250		\$ 48,334	76.45%
1-07-4000-100 Overtime	3,760	10,500		6,740	35.81%
Subtotal (Salaries)	<u>\$ 160,676</u>	<u>\$ 215,750</u>		<u>\$ 55,074</u>	<u>74.47%</u>
Employee Benefits					
1-07-4005-000 Payroll Taxes	13,471	16,750		3,279	80.42%
1-07-4010-000 Health Insurance	31,515	44,250		12,735	71.22%
1-07-4015-000 PERS	19,253	25,750		6,497	74.77%
Subtotal (Benefits)	<u>\$ 64,239</u>	<u>\$ 86,750</u>	<u>\$ -</u>	<u>\$ 22,511</u>	<u>74.05%</u>
Total Personnel Expenses	<u><u>\$ 224,915</u></u>	<u><u>\$ 302,500</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 77,585</u></u>	<u><u>74.35%</u></u>
OPERATING EXPENSES:					
1-07-4050-000 Staff Travel	\$ 192	\$ 2,000		\$ 1,808	9.61%
1-07-4060-000 Staff Conferences & Seminar	920	1,500		580	61.33%
1-07-4190-300 Public Relations - Landscape Workshop/Training	241	6,000		5,759	4.02%
1-07-4190-400 Public Relations - Contests	-	1,000		1,000	0.00%
1-07-4190-500 Public Relations - Education Programs	829	4,000		3,171	20.73%
1-07-4190-900 Public Relations - Other	370	800		430	46.25%
1-07-6300-100 Supplies - Misc.	4,610	9,000		4,390	51.22%
Subtotal Operating Expenses	<u>\$ 7,162</u>	<u>\$ 24,300</u>	<u>\$ -</u>	<u>\$ 17,138</u>	<u>29.47%</u>
Total Departmental Expenses	<u><u>\$ 232,078</u></u>	<u><u>\$ 326,800</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 94,722</u></u>	<u><u>71.02%</u></u>

Palmdale Water District
2024 Human Resources Budget
For the Nine Months Ending Monday, September 30, 2024

	YTD ACTUAL 2024	ORIGINAL BUDGET 2024	ADJUSTMENTS 2024	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-08-4000-000 Salaries	\$ 293,987	\$ 380,000		\$ 86,013	77.37%
1-08-4000-100 Salaries - Overtime	847	5,250		4,403	16.13%
1-08-4000-200 Salaries - Intern Program	-	54,000		54,000	0.00%
Subtotal (Salaries)	<u>\$ 294,834</u>	<u>\$ 439,250</u>	\$ -	<u>\$ 144,416</u>	<u>67.12%</u>
Employee Benefits					
1-08-4005-000 Payroll Taxes	24,065	34,500		10,435	69.75%
1-08-4010-000 Health Insurance	46,484	56,500		10,016	82.27%
1-08-4015-000 PERS	26,819	34,250		7,431	78.30%
Subtotal (Benefits)	<u>\$ 97,368</u>	<u>\$ 125,250</u>	\$ -	<u>\$ 27,882</u>	<u>77.74%</u>
Total Personnel Expenses	<u><u>\$ 392,202</u></u>	<u><u>\$ 564,500</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 172,298</u></u>	<u><u>69.48%</u></u>
OPERATING EXPENSES:					
1-08-4050-000 Staff Travel	\$ 2,781	\$ 1,500		\$ (1,281)	185.37%
1-08-4060-000 Staff Conferences & Seminars	179	5,000		4,821	3.58%
1-08-4070-000 Employee Expense	70,255	80,000		9,745	87.82%
1-08-4095-000 Employee Recruitment	10,589	10,000		(589)	105.89%
1-08-4100-000 Employee Retention	1,075	3,000		1,925	35.83%
1-08-4120-100 Training-Safety	10,554	16,000		5,446	65.97%
1-08-4120-200 Training-Speciality	1,102	10,000		8,898	11.02%
1-08-4121-000 Safety Program	-	1,000		1,000	0.00%
1-08-4165-000 Membership/Subscriptions	1,244	1,250		6	99.54%
1-08-4165-100 HR/Safety Publications	45	1,000		955	4.49%
1-08-6300-500 Supplies - Safety	22,642	34,500		11,858	65.63%
Subtotal Operating Expenses	<u>\$ 120,466</u>	<u>\$ 163,250</u>	\$ -	<u>\$ 42,784</u>	<u>73.79%</u>
Total Departmental Expenses	<u><u>\$ 512,668</u></u>	<u><u>\$ 727,750</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 215,082</u></u>	<u><u>70.45%</u></u>

Palmdale Water District
2024 Information Technology Budget
For the Nine Months Ending Monday, September 30, 2024

	YTD ACTUAL 2024	ORIGINAL BUDGET 2024	ADJUSTMENTS 2024	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-09-4000-000 Salaries	\$ 566,534	\$ 740,000	\$ -	\$ 173,466	76.56%
1-09-4000-100 Overtime	7,132	10,000		2,868	71.32%
Subtotal (Salaries)	<u>\$ 573,667</u>	<u>\$ 750,000</u>	<u>\$ -</u>	<u>\$ 176,333</u>	<u>76.49%</u>
Employee Benefits					
1-09-4005-000 Payroll Taxes	45,908	62,000		16,092	74.04%
1-09-4010-000 Health Insurance	84,350	110,000		25,650	76.68%
1-09-4015-000 PERS	65,027	95,000		29,973	68.45%
Subtotal (Benefits)	<u>\$ 195,285</u>	<u>\$ 267,000</u>	<u>\$ -</u>	<u>\$ 71,715</u>	<u>73.14%</u>
Total Personnel Expenses	<u><u>\$ 768,951</u></u>	<u><u>\$ 1,017,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 248,049</u></u>	<u><u>75.61%</u></u>
OPERATING EXPENSES:					
1-09-4050-000 Staff Travel	\$ 1,687	\$ 3,000		\$ 1,313	56.24%
1-09-4060-000 Staff Conferences & Seminars	3,294	7,500		4,206	43.92%
1-09-4155-000 Contracted/Cloud Services	197,228	304,998		107,770	64.67%
1-09-4165-000 Memberships/Subscriptions	396	2,500		2,104	15.86%
1-09-4235-445 Maint & Repair - Telemetry	1,399	3,500		2,101	39.98%
1-09-4270-000 Telecommunications	102,025	150,000		47,975	68.02%
1-09-6300-400 Supplies - Telemetry	431	5,000		4,569	8.62%
1-09-7000-100 Leases - Equipment	48,184	56,500		8,316	85.28%
1-09-8000-100 Computer Equipment - Computers	5,041	45,500		40,459	11.08%
1-09-8000-200 Computer Equipment - Laptops	28,236	45,000		16,764	62.75%
1-09-8000-300 Computer Equipment - Monitors	3,629	10,000		6,371	36.29%
1-09-8000-500 Computer Equipment - Toner Cartridges	3,211	2,500		(711)	128.45%
1-09-8000-550 Computer Equipment - Telephony	-	2,500		2,500	0.00%
1-09-8000-600 Computer Equipment - Other	15,633	17,500		1,867	89.33%
1-09-8000-650 Computer Equipment - Warranty & Support	10,420	17,500		7,080	59.54%
1-09-8100-100 Computer Software - Maint. and Support	210,587	266,250		55,663	79.09%
1-09-8100-150 Computer Software - Dynamics GP Support	6,272	60,000		53,728	10.45%
1-09-8100-200 Computer Software - Software and Upgrades	12,051	40,000		27,950	30.13%
Subtotal Operating Expenses	<u>\$ 649,724</u>	<u>\$ 1,039,748</u>	<u>\$ -</u>	<u>\$ 390,024</u>	<u>62.49%</u>
Total Departmental Expenses	<u><u>\$ 1,418,675</u></u>	<u><u>\$ 2,056,748</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 638,073</u></u>	<u><u>68.98%</u></u>

Palmdale Water District
2024 Capital Projects - Contractual Commitments and Needs

New and Replacement Capital Projects

Budget Year	Project	Project Title	Project Type	Contractor	Approved Contract Amount	Board / Manager Approval	Payments Approved to Date	Contract Balance	Through Dec. 2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024 Total	2025 Carryover
2017	12-400	PRGRRP - Construction of Monitoring Wells / Test Basin	Water Supply	Environmental Const.	427,490	04/26/2017	330,359	97,131	330,359														-
2017	12-400	PRGRRP - Construction of Monitoring Wells / Test Basin - Auxiliary Items	Water Supply	Various Vendors			35,742	-	35,742														-
2018	18-606	45th ST Tank Site - Altitude Valve Replacement	Replacement Cap.				10,951	-	10,951														-
2018	18-606	45th ST Tank Site - Altitude Valve Replacement	Replacement Cap.	Cedro Construction, Inc.			406,562	-	406,562														-
2018	18-614	LRD - Interior Access Ladder	Replacement Cap.				27,028	-	27,028														-
2020	20-606	2800 Zone Velocity Deficiency	General Project				16,923	-	16,923														-
2020	20-607	Move PRV Station @ 45th St E	Replacement Cap.				13,946	-	13,946														-
2020	20-608	WM Repl in 17th St E from Ave P4 to Ave P8	Replacement Cap.				-	-	-														-
2020	20-610	2950 Zone Booster Station @ 3M Clearwell Site	Replacement Cap.				169,470	-	150,311			330		215	220	6,010	8,359	4,026					19,160
2020	20-610	2950 Zone Booster Station @ 3M Clearwell Site (Bond Fund - Design)	Replacement Cap.	P2S Inc	119,817		12,419	107,398	8,540		1,726		1,194		260	700							3,879
2020	20-610	2950 Zone Booster Station @ 3M Clearwell Site (Bond Fund - Construction)	Replacement Cap.	Metro Builders	6,487,402		1,672,319	4,815,083	203,204	84,081	97,762		17,243	140,389	392,312	83,427	550,302	103,599					1,469,115
2020	20-610	2950 Zone Booster Station @ 3M Clearwell Site (Bond Fund - Booster Stn Review)	Replacement Cap.	Hazen and Sawyer	41,890		43,518	(1,628)	-		18,938		6,200	13,658		4,723							43,518
2020	20-610	2950 Zone Booster Station @ 3M Clearwell Site (Bond Fund - Booster Stn Review)	Replacement Cap.	Ardurra Group, Inc	345,818		22,637	323,181	-						15,106	4,160	3,371						22,637
2020	20-622	Well 36 Design & Const.	General Project				90,921	-	87,942			2,185	249					546					2,979
2020	20-622	Well 36 Design & Const. (Bond Fund - Design)	General Project	Hazen and Sawyer	646,836		586,128	60,708	513,130	8,675	15,845		32,491	2,310	695	1,180	495	11,308					72,998
2020	20-622	Well 36 Design & Const. (Bond Fund - Construction)	General Project	Zim Industries, Inc	2,098,913		1,966,046	132,867	1,966,046														-
2020	20-622	Well 36 Design & Const. (Bond Fund - Pipeline Construction)	General Project	Cedro Construction, Inc.	303,839		297,378	6,461	282,947	14,431													14,431
2020	20-622	Well 36 Design & Const. (Bond Fund - Well Equiping)	General Project	Caliaqua, Inc	4,258,230		-	-	-									521,700					521,700
2020	20-623	AMI Meter System	General Project				88,509	-	15,000							16,320		57,189					73,509
2020	20-703	Water Conservation Garden Construct @ MOB	General Project				86,749	-	43,850		31,339			612	699			10,250					42,899
2021	21-607	Design 16" WM Ave P Well #8A					10,139	-	10,139														-
2021	21-609	Design WM from 16"to24" Ave S					2,000	-	2,000														-
2021	21-613	Palmdale Ditch Conversion	General Project				1,645,696	-	349,066		238,132	75	900	593,648	40,941	221,029		201,905					1,296,629
2021	21-617	WTP - NaOCl Repl System	Replacement Cap.				1,248,686	-	1,248,686														-
2022	22-601	Des&Const WM @Pearblossom 53rd	General Project				2,820	-	2,820														-
2022	22-602	Design WM Repl @10th to R4	General Project				7,880	-	7,880														-
2022	22-603	Des&Const WM Repl Sierra Hwy	General Project				5,335	-	5,335														-
2022	22-604	Des&Const WM Repl 26-27 Ave R	General Project				8,777	-	7,820						463	494							957
2022	22-605	Design Recycled Water Pipeline - Avenue Q	General Project				7,257	-	5,400				662			110	1,086						1,857
2022	22-605	Design Recycled Water Pipeline - Avenue Q	General Project	American Pipeline Services	2,096,245		115,410	1,980,835	-						48,750		31,725	34,935					115,410
2022	22-622	Well 15 Design & Construct Discharge Basin	General Project				66,732	-	50,950		12,734				3,048								15,782
2022	22-622	Well 15 Design & Construct Discharge Basin	General Project	Miller Equipment Co., Inc.			210,000	-	-	199,500	10,500												210,000
2022	22-626	Repair Well #15	General Project				527,080	-	527,080														-
2022	22-629	WTP - Design & Const. Chemical Feed Lines	General Project				35,556	-	35,556														-
2023	23-601	12" DI Watermain - 20th ST E	General Project				3,090	-	3,090														-
2023	23-603	8" Watermain - Camares Dr	General Project				2,475	-	2,475														-
2023	23-605	2023 Meter Exchange Project (District Forces)	General Project				222,234	-	3,809	132,241	9,031	30,785			7,788	38,094		487					218,425
2023	23-606	2023 Service Line Replacement (District Forces)	General Project				29,320	-	29,320														-
2023	23-609	Littlerock Dam Sump Pump Replacement	Replacement Cap.				33,410	-	33,410														-
2023	23-612	Des&Const Rehab 6M Clearwell	Replacement Cap.				162,970	-	62,983	1,720	2,205	6,855	11,681			70,726		6,800					99,987
2023	23-613	Repair Washwater Return Pump#4	Replacement Cap.				20,461	-	20,461														-
2023	23-614	2023 Soft Start Repl Program	General Project				5,929	-	5,929														-
2024	24-600	Install Auto Flusher 3705 Ave T12	General Project				6,514	-	-		6,270	244											6,514
2024	24-601	Repl Pipe @ Al's Tank	General Project				1,375	-	-				1,375										1,375
2024	24-602	Repl PWD Hydrants	Replacement Cap.				33,150	-	-					33,150									33,150
2024	24-603	WTP Repl 24in Swing Check Valve	Replacement Cap.				51,118	-	-								51,118						51,118
2024	24-604	Submersible Chopper Pump	Replacement Cap.				44,685	-	-							44,685							44,685
2024	24-605	Repl Broken Gate Valves	Replacement Cap.				16,643	-	-						7,887	2,280	4,938	1,539					16,643
2024	24-606	Repl AVAC Units (NOB/Main Office/WTP)	Replacement Cap.				39,183	-	-						13,023	13,504	12,656						39,183
2024	24-607	Design & Construct Littlerock Dam Road	General Project				74,493	-	-							2,108	34,661	37,724					74,493
2024	24-608	2024 Service Line Replacement Project	General Project				5,808	-	-							5,808							5,808
2024	24-611	Well 11 Engine Overhaul	General Project				44,150	-	-								2,436	41,713					44,150
2024	24-615	2024 Meter Exchange Program					1,345	-	-									1,345					1,345
2024	24-700	2024 Large Mtr/Vault Repl Prog	General Project				56,708	-	-		24,301		11,832	6,252	39	7,961	6,323						56,708
Sub-Totals:					16,826,479		10,626,033	7,522,037	6,526,689	440,648	468,781	40,473	83,825	790,233	531,229	523,319	707,470	1,035,066	-	-	-	4,621,045	-

Palmdale Water District
2024 Capital Projects - Contractual Commitments and Needs

Consulting and Engineering Support

Budget Year	Project	Project Title	Project Type	Contractor	Approved Contract Amount	Board / Manager Approval	Payments Approved to Date	Contract Balance	Through Dec. 2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024 Total	2025 Carryover
2017	12-400	PRGRRP - CEQA, Permitting, Pre-Design, and Pilot	Water Supply	Kennedy/Jenks	1,627,000	05/12/2016	14,937	1,612,063	14,937														-
		Paid by General Fund		Kennedy/Jenks			-	-	-														-
2020	20-405	Well Rehab Consulting Services		Kyle Groundwater	-		75,457	-	75,457														-
2020	20-412	Aquisition of Wtr Svc to Alpine Springs Mobilehome Park			-		20,700	-	20,700														-
2021	21-500	Alpine Springs Grant Funding			-		19,763	-	4,075									15,688					15,688
2021	21-417	LRDR - Sediment Removal Phase 2	Expense	California Dept Fish & Game			49,585	-	49,585														-
2021	21-417	LRDR - Sediment Removal Phase 2	Expense	Aspen Environment Group			171,696	-	171,696														-
2021	21-417	LRDR - Sediment Removal Phase 2	Expense	U.S. Geological Survey			48,500	-	48,500														-
2021	21-417	LRDR - Sediment Removal Phase 2	Expense	All Others			1,763,919	-	1,763,919														-
2021	21-412	Intranet Website Design	Expense	Tripepi Smith	-		19,403	-	17,883		1,140			380									1,520
2022	22-403	Strategic Water Resources Plan	Expense	Woodard & Curran, Inc			552,831	-	403,823		60,191		19,484	24,229	18,379	26,725							149,008
2022	22-412	2022 Virtual Desktop	Expense	VM Sources Group, Inc			10,000	-	10,000														-
2022	22-65x	Pure Water AV - General Expense					412,209	-	111,524		25,371	7,036	200,460	7,990	8,688	46,502	165	4,473					300,685
2022	22-65x	Pure Water AV - (Bonds)		Stantec	3,000,000		4,067,216	(1,067,216)	2,815,966		455,981		55,683	389,547	126,100	55,656	103,599	64,684					1,251,250
2022	22-650	Pure Water AV - Project Review (Bonds)		NWRI	112,950		64,248	48,702	42,362				21,887										21,887
2023	23-412	Data Warehouse	Expense	Oxcyon, Inc	-		66,360	-	49,500	16,860													16,860
2023	23-415	SCADA Analysis	Expense	SoCal SCADA Solutions	-		72,410	-	72,410														-
2024	24-414	Migration to SharePoint & Teams Portal	Expense	Citrin Cooperman Advisors	-		10,477	-	-							10,477							10,477
2024	24-415	Implementation - DUO Multi-Factor Authentication	Expense		-		4,073	-	-							3,960	113						4,073
Sub-Totals:					4,739,950		7,429,234	593,548	5,672,337	16,860	542,683	7,036	297,514	422,146	153,167	128,883	103,764	84,845	-	-	-	1,756,897	-

New and Replacement Equipment

Budget Year	Project	Project Title	Project Type	Contractor	Approved Contract Amount	Board / Manager Approval	Payments Approved to Date	Contract Balance	Through Dec. 2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024 Total	2025 Carryover
2022	22-630	Boardroom Audio/Visual Rehab	Equipment				134,026	-	66,799							67,227							67,227
2023	23-416	Replacement Wacker/Rammer	Expense				8,443	-	8,443														-
2023	23-417	Repairs Littlerock Dam Access	Expense				104,093	-	91,895						2,294	9,904							12,198
2023	23-607	Double sided Arrow Board (Qty. 2)	Equipment				12,628	-	12,628														-
2023	23-609	Littlerock Dam Sump Pump Replacement	Equipment				3,994	-	3,994														-
2023	23-700	Office Furniture Replacement (Ergonomics)	Equipment				105,368	-	103,054	1,166		1,148											2,314
2023	23-701	Replacement Meter Reading Equipment (AMR)	Equipment				206,564	-	15,056				78,169	48,994	35,505	28,840							191,508
Sub-Totals:							575,115	-	301,868	1,166	-	1,148	78,169	48,994	37,799	105,972	-	-	-	-	-	-	273,247

Water Quality Fee Funded Projects

Budget Year	Work Order	Project Title	Project Type	Vendor/Supplier	Approved Contract Amount	Board / Manager Approval	Payments Approved to Date	Contract Balance	Through Dec. 2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024 Total	2025 Carryover
2023	23-401	GAC Replacements @ WTP	Water Quality	Calgon Carbon	-	07/09/2014	323,633	-	107,626	216,007													216,007
2023	23-401	GAC Replacement @ Underground Booster Station	Water Quality	Evoqua	-	03/10/2017	-	-	-														-
2024	24-401	GAC Replacements @ WTP	Water Quality	Calgon Carbon	-	07/09/2014	501,000	-	-				167,000			167,000	167,000						501,000
Sub-Totals:							824,633	-	107,626	216,007	-	-	167,000	-	-	167,000	167,000	-	-	-	-	-	717,007

- = Projects that originated from 2013 WRB Funds
- = Project had additional funding paid out by the general fund to complete.
- = Project is now deemed complete with no further expense.
- = Projects paid by 2018 WRB Funds
- = Projects paid by 2021 WRB Funds

Project Summary (W/O GAC Included)									Totals	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024 Total		
Total Approved Contracts to Date									21,566,429															
Total Payments on Approved Contracts to Date									18,630,383															
Total Contract Balance to Date									8,115,585															
Non-Operating Capital Expenditures (Paid)										458,674	1,011,464	48,658	459,507	1,261,373	722,195	758,173	811,234	1,119,911	-	-	-	6,651,189		
Non-Operating Capital Expenditures (Projected)									-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Funding Available Through Water Supply Fees									-	-	-	-	-	-	-	-	-	-	-	-	-	-		
2019 Funding Through Budgeted Non-Operating Capital Ex.									6,651,189	458,674	1,011,464	48,658	459,507	1,261,373	722,195	758,173	811,234	1,119,911	-	-	-	6,651,189		

Water Revenue Bond - Series 2023A

Updated: September 12, 2024

Project	Project #	Description	Bond Allocation	Contractual Commitment	Payout to Date	Over/(Under)	Uncommitted Bond \$
		2023A WRB Issue - Construction Funds	\$ 13,520,000		\$ -	\$ -	\$ 13,520,000
3M-Power	20-610	3M Booster Station -Power Plan Design (P2S)	-	119,817	13,589	106,228	(13,589)
3M-Const	20-610	3M Booster Station Replacement Project (Metro Builders)	-	6,487,402	1,484,639	5,002,763	(1,484,639)
		<small>Original Contract Amt: \$5,794,042, A2: \$657606.48, A3: \$35,753.33</small>					
3M-Review	20-610	3M Booster Station Replacement Project (Hazen & Sawyer)	-	41,890	55,320	(13,430)	(55,320)
3M-Mgmt	20-610	3M Booster Station - Project Inspection (Ardurra Group)	-	345,818	22,637	323,181	(22,637)
W36-Design	20-622	Well 36 - Design & Construction (Hazen and Sawyer)	-	264,208	36,676	227,532	(36,676)
		<small>Original Contract Amt: \$612,656, A1: \$34,180, A2: \$45,140, A3: \$27,265, A5: \$95,892</small>					
W36-Equip	20-622	Well 36 - Equipping (Caliagua, Inc)	-	4,258,230	521,700	3,736,530	(521,700)
Q-Recycled	22-605	Avenue Q Recycled Water Pipeline (American Pipeline Svcs)	-	2,096,245	115,410	1,980,835	(115,410)
		<small>Original Contract Amt: \$2,094,670, A1: \$1,575</small>					
WRB		Bond Issuance Costs	327,759	327,759	327,759	-	
ISS		Issuance Funds	(13,329)	(13,329)	(13,329)		
Totals:			\$ 13,834,430	\$ 13,928,039	\$ 2,564,401	\$ 11,257,410	\$ 11,270,029
2021A Water Revenue Bonds - Unallocated Funds:				\$ (93,609)			
2021A Water Revenue Bonds - Remaining Funds to payout:					\$ 11,270,029		

Requisition No.	Payee	Date Approved	Invoice No.	Project	Payment Amount
21	Hazen and Sawyer - Design Engineers	Sep 17, 2024	20182-000-39	3M-Review	11,307.50
21	American Pipeline Services	Sep 17, 2024	PWD03	Q-Recycled	34,935.30
21	Caliagua, Inc	Sep 17, 2024	PB01	W36-Equip	495,615.00
21	Pacific Premier Bank	Sep 17, 2024	PB01-RET	W36-Equip	26,085.00
20	Ardurra Group, Inc.	Aug 22, 2024	152509	3M-Mgmt	3,371.25
20	American Pipeline Services	Aug 22, 2024	PWD02	Q-Recycled	31,724.50
19	Hazen and Sawyer - Design Engineers	Aug 8, 2024	20182-000-38	3M-Review	495.00
19	Metro Builders & Engineers Group	Aug 8, 2024	PP#11	3M-Const	550,302.42
18	P2S, Inc.	Jul 25, 2024	SIN043484	3M-Power	1,170.00
18	P2S, Inc.	Jul 25, 2024	SIN045244	3M-Power	699.75
18	Ardurra Group, Inc.	Jul 25, 2024	150829	3M-Mgmt	3,985.00
18	American Pipeline Services	Jul 25, 2024	PWD01	Q-Recycled	48,750.00
17	Hazen and Sawyer - Design Engineers	Jul 17, 2024	20182-006-5	3M-Review	4,722.50
16	Metro Builders & Engineers Group	Jul 11, 2024	PP#10	3M-Const	83,426.83
16	Hazen and Sawyer - Design Engineers	Jul 11, 2024	20182-000-37	W36-Design	1,180.00
16	Ardurra Group, Inc.	Jul 11, 2024	150060	3M-Mgmt	15,280.75
15	Hazen and Sawyer - Design Engineers	Jun 11, 2024	20182-000-36	W36-Design	695.00
15	Metro Builders & Engineers Group	Jun 11, 2024	PP#9	3M-Const	392,311.72
15	P2S, Inc.	Jun 11, 2024	SIN044000	3M-Power	260.50
14	Metro Builders & Engineers Group	May 23, 2024	PP#8	3M-Const	39,608.07
13	Hazen and Sawyer - Design Engineers	May 16, 2024	20182-007-1	3M-Review	5,812.50
13	Hazen and Sawyer - Design Engineers	May 16, 2024	20182-000-35	W36-Design	2,310.00
13	Hazen and Sawyer - Design Engineers	May 16, 2024	20182-006-4	3M-Review	7,845.00
12	Metro Builders & Engineers Group	May 1, 2024	PP#7	3M-Const	100,781.11
11	P2S, Inc.	Apr 25, 2024	SIN042663	3M-Power	608.00
11	Hazen and Sawyer - Design Engineers	Apr 25, 2024	20182-000-33	W36-Design	27,061.00
11	Hazen and Sawyer - Design Engineers	Apr 25, 2024	20182-000-34	W36-Design	5,429.50
10	P2S, Inc.	Apr 2, 2024	SIN042054	3M-Power	585.00
10	Metro Builders & Engineers Group	Apr 2, 2024	PP#6	3M-Const	17,243.49
10	Hazen and Sawyer - Design Engineers	Apr 2, 2024	20182-006-3	3M-Review	6,200.00
9	Hazen and Sawyer - Design Engineers	Feb 22, 2024	20182-006-2	3M-Review	15,390.00
9	Hazen and Sawyer - Design Engineers	Feb 22, 2024	20182-006-1	3M-Review	3,547.50
9	Metro Builders & Engineers Group	Feb 22, 2024	PP#5	3M-Const	13,680.99

Palmdale Water District
2024 Customer Care Budget
For the Nine Months Ending Monday, September 30, 2024

	YTD ACTUAL 2024	ORIGINAL BUDGET 2024	ADJUSTMENTS 2024	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-10-4000-000 Salaries	\$ 939,551	\$ 1,171,500		\$ 231,949	80.20%
1-10-4000-100 Overtime	25,740	7,000		(18,740)	367.72%
Subtotal (Salaries)	\$ 965,291	\$ 1,178,500	\$ -	\$ 213,209	81.91%
Employee Benefits					
1-10-4005-000 Payroll Taxes	72,680	90,250		17,570	80.53%
1-10-4010-000 Health Insurance	183,690	223,250		39,560	82.28%
1-10-4015-000 PERS	94,443	127,250		32,807	74.22%
Subtotal (Benefits)	\$ 350,813	\$ 440,750	\$ -	\$ 89,937	79.59%
Total Personnel Expenses	\$ 1,316,104	\$ 1,619,250	\$ -	\$ 303,146	81.28%
OPERATING EXPENSES:					
1-10-4050-000 Staff Travel	\$ -	\$ 2,000		\$ 2,000	0.00%
1-10-4060-000 Staff Conferences & Seminars	-	3,000		3,000	0.00%
1-10-4155-000 Contracted Services	24,696	21,100		(3,596)	117.04%
1-10-4250-000 General Material & Supplies	267	5,000		4,733	5.35%
1-10-4260-000 Business Forms	642	1,000		358	64.17%
Subtotal Operating Expenses	\$ 25,605	\$ 32,100	\$ -	\$ 6,495	79.77%
Total Departmental Expenses	\$ 1,341,709	\$ 1,651,350	\$ -	\$ 309,641	81.25%



BOARD MEMORANDUM

DATE: November 25, 2024
TO: **BOARD OF DIRECTORS**
FROM: Mr. Dennis J. Hoffmeyer, Finance Manager/CFO
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***REPORTS. (FINANCE MANAGER HOFFMEYER)***

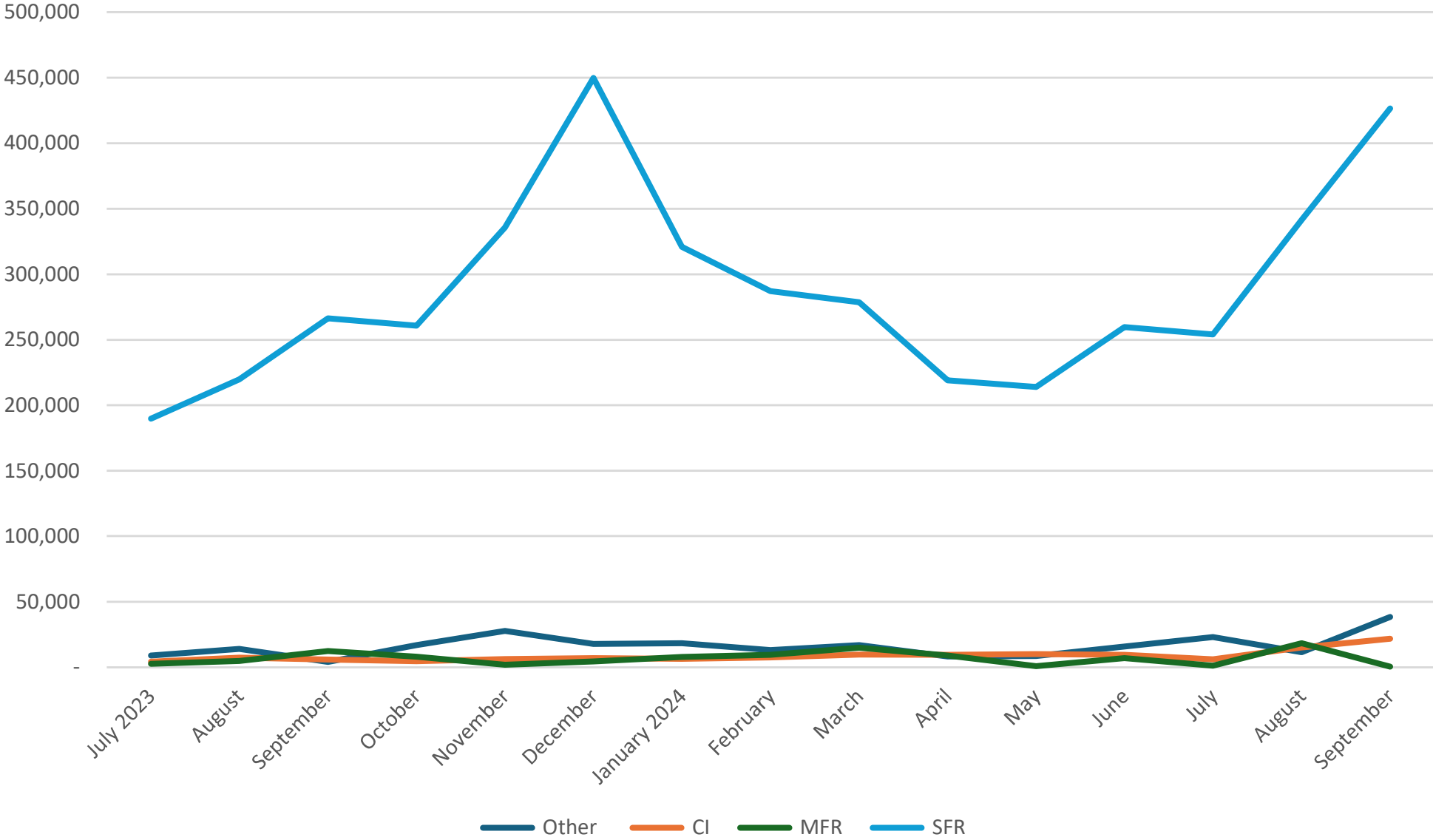
DISCUSSION:

Presented here are financial-related items for your review.

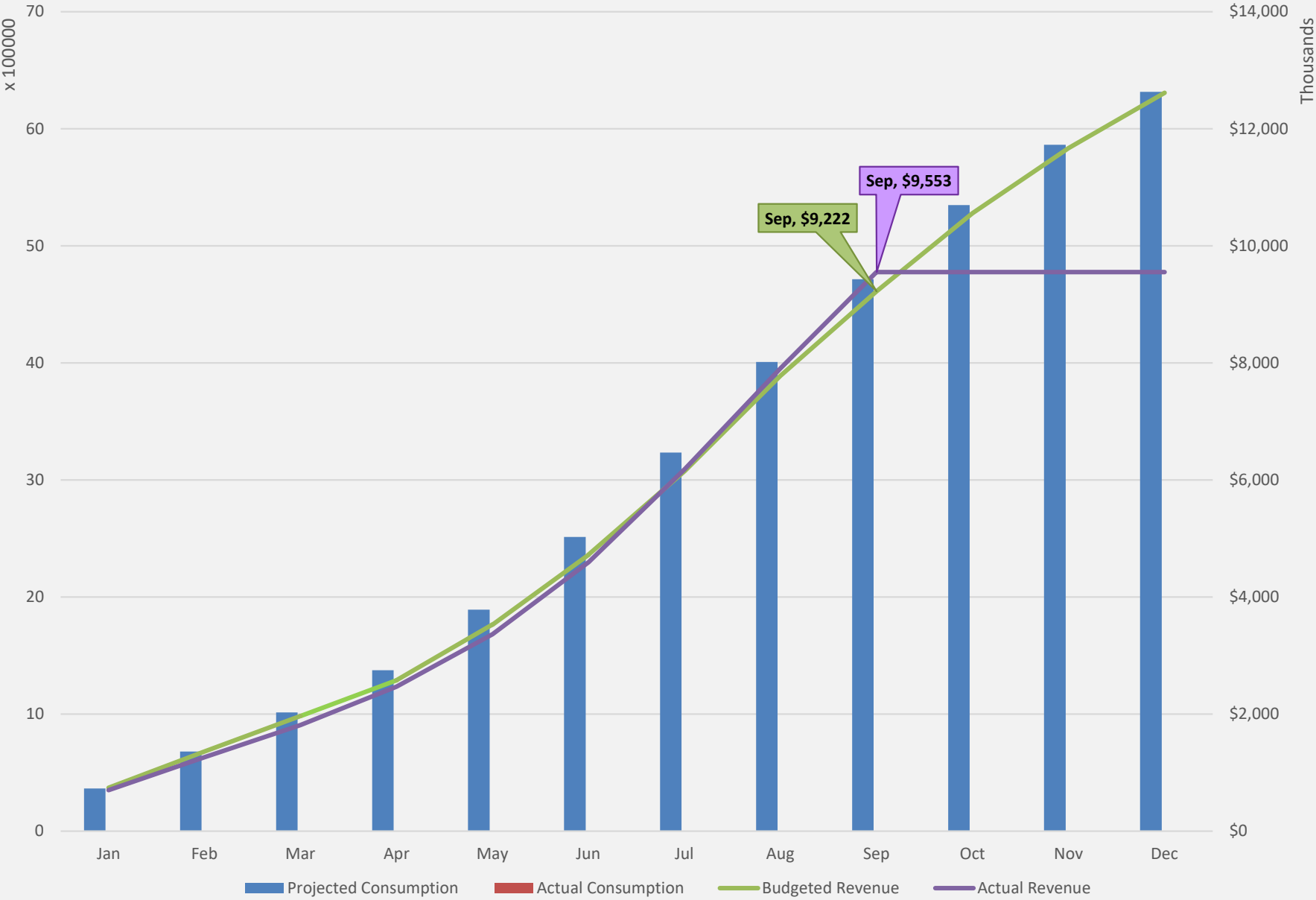
1. Accounts Receivable Overview:
 - a. Outstanding Balances for Accounts 60-Days Delinquent (attachment):

September continued to have a backlog in delinquent account turnoffs. As mentioned last month, this is directly correlated to the current meter issue that saw significant increases in service orders. This left little staff time to perform the turnoffs compared to prior months.
 - b. Staff continues working with customers and offering payment arrangements to encourage payment on outstanding balances. As of September 30, we have 14 arrangements. The total amount in arrangements is \$6,399.44 with \$2,135.42 already collected and \$4,264.02 outstanding. Staff continued this month seeing more arrangements related to leak applications.
2. 2024 Revenue Projections (attachment):
 - a. Based on selling 14,500 AF shown as of September 30, revenue is ahead of projections by approximately \$330,972.91.
3. Payment transactions by type (attachment)
4. Billing and collection statistics (attachment)

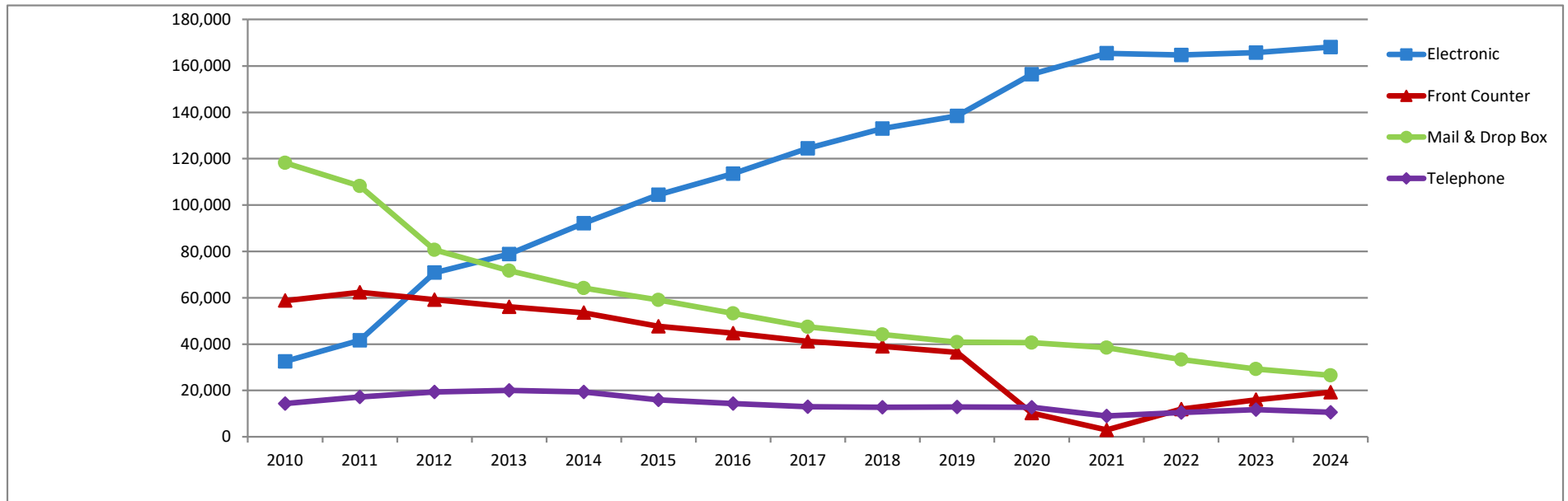
Palmdale Water District Outstanding Balances for Accounts 60-Days Delinquent



2024 Revenue Projections Based on 14,500 AF



Payment Transactions By Types January - September



Payment Type	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Electronic	32,493	41,672	70,829	78,883	92,120	104,439	113,505	124,495	132,975	138,439	156,433	165,459	164,704	165,738	168,129
Front Counter	58,771	62,384	59,151	56,063	53,534	47,638	44,744	41,184	39,060	36,447	10,301	2,958	11,932	16,001	19,197
Mail & Drop Box	118,208	108,224	80,621	71,693	64,199	59,069	53,206	47,457	44,149	40,858	40,607	38,456	33,395	29,228	26,476
Telephone	14,364	17,142	19,397	20,088	19,308	15,890	14,390	13,041	12,785	12,918	12,737	9,020	10,431	11,775	10,572
Total	223,834	229,422	229,998	226,727	229,161	227,036	225,845	226,177	228,969	228,662	220,078	215,893	220,462	222,742	224,374

Electronic Payments Breakout	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
META - ACH Pymt	5,840	6,022	5,629	5,831	2,312	2,456	1,212	1,281	1,247	1,283	1,286	1,290	1,233	1,187	1,175
WES - ACH Pymt	162	630	676	771	744	733	752	775	736	695	679	585	576	545	536
INF - Website Pymts	26,491	34,549	47,704	52,103	54,925	57,784	60,620	67,205	72,429	77,276	87,523	94,561	98,228	103,160	108,007
IVR - Automated Pay ###	0	0	0	0	8,367	17,015	21,212	24,344	26,096	27,542	30,693	30,607	29,358	28,743	28,130
KIOSK - Automated Pay \$\$	0	0	0	0	0	127	1,054	848	1,659	971	359	11	141	193	210
PNM - Automated Pay %%	0	0	0	0	0	0	324	1,997	3,054	3,490	6,220	7,971	6,663	5,337	4,654
VAN - ACH Pymt &&	0	471	16,820	20,178	25,772	26,324	28,331	28,045	27,754	27,182	29,673	30,434	28,505	26,573	25,417
Total	32,493	41,672	70,829	78,883	92,120	104,439	113,505	124,495	132,975	138,439	156,433	165,459	164,704	165,738	168,129

- IVR service started March 13, 2014

\$\$ - Kiosk service started July 1, 2015

%% - PNM - Pay Near Me Payment service started June 9, 2016

&& - Vanco ACH service started Sept 2011

**Palmdale Water District
Monthly Billing Statistics**

Month	Bills	LF Notice	Shut Notice	Off & Lock (M)	Based on Bills Issued			Based on Late Notices		Based on Shut Notice
	(A)	(B)	(C)	(D)	B / A	C / A	D / A	C / B	D / B	D / C
12/22/2018	26632	6485	2401	423	24.4%	9.0%	1.6%	37.0%	6.5%	17.62%
12/29/2019	26699	6565	2456	326	24.6%	9.2%	1.2%	37.4%	5.0%	13.27%
12/17/2020	26808	6038			22.5%					
12/2/2021	26893	6579			24.5%					
Restart Collections 2/16/22			322	227	O&L completed 3/1/22 to 3/22/2022.					
12/31/2022	26975	6504	2417	11	24.1%	9.0%	0.0%	37.2%	0.2%	0.46%
1/31/2023	26979	7251	2279	275	26.9%	8.4%	1.0%	31.4%	3.8%	12.07%
2/28/2023	26979	6417	2349	411	23.8%	8.7%	1.5%	36.6%	6.4%	17.50%
3/31/2023	26980	6388	2064	376	23.7%	7.7%	1.4%	32.3%	5.9%	18.22%
4/30/2023	26989	6157	2025	381	22.8%	7.5%	1.4%	32.9%	6.2%	18.81%
5/31/2023	26990	6597	2021	620	24.4%	7.5%	2.3%	30.6%	9.4%	30.68%
6/30/2023	26982	6225	2239	458	23.1%	8.3%	1.7%	36.0%	7.4%	20.46%
7/31/2023	27067	6879	2590	460	25.4%	9.6%	1.7%	37.7%	6.7%	17.76%
8/31/2023	27077	7118	2586	448	26.3%	9.6%	1.7%	36.3%	6.3%	17.32%
9/30/2023	27080	6826	2511	385	25.2%	9.3%	1.4%	36.8%	5.6%	15.33%
10/31/2023	27071	7160	2352	616	26.4%	8.7%	2.3%	32.8%	8.6%	26.19%
11/30/2023	27096	6018	2989	406	22.2%	11.0%	1.5%	49.7%	6.7%	13.58%
12/31/2023	27075	7832	2850	145	28.9%	10.5%	0.5%	36.4%	1.9%	5.09%
1/31/2024	27081	6993	2161	423	25.8%	8.0%	1.6%	30.9%	6.0%	19.57%
2/29/2024	27091	5650	1895	469	20.9%	7.0%	1.7%	33.5%	8.3%	24.75%
3/31/2024	27092	6569	2148	384	24.2%	7.9%	1.4%	32.7%	5.8%	17.88%
4/30/2024	27086	6536	2288	544	24.1%	8.4%	2.0%	35.0%	8.3%	23.78%
5/31/2024	27079	6657	2344	537	24.6%	8.7%	2.0%	35.2%	8.1%	22.91%
6/30/2024	27096	6697	2797		24.7%	10.3%	200.0%	41.8%		
7/31/2024	27113	7383	2733	0	27.2%	10.1%		37.0%		
8/31/2024	27112	7045	1012	202	26.0%	3.7%	0.7%	14.4%	2.9%	19.96%
9/30/2024	27108	2212		0	8.2%					

MINUTES OF MEETING OF THE SPECIAL FINANCE COMMITTEE OF THE PALMDALE WATER DISTRICT, NOVEMBER 6, 2024:

A special meeting of the Finance Committee of the Palmdale Water District was held Wednesday, November 6, 2024, at 2029 East Avenue Q, Palmdale, CA 93550. Chair Wilson called the meeting to order at 10:00 a.m.

1) Roll Call.

Attendance:

Committee:
Don Wilson, Chair
Scott Kellerman,
Committee Member

Others Present:

Dennis LaMoreaux, General Manager
Scott Rogers, Assistant General Manager
Dennis Hoffmeyer, Finance Manager
Bob Egan, Financial Advisor
Judy Shay, Public Affairs Director
Cynthia Sanchez, Committee Member Alternate
Danielle Henry, Executive Assistant
0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Kellerman, seconded by Chair Wilson, and unanimously carried by all members of the Committee present at the meeting to adopt the agenda, as written.

3) Public Comments for Non-Agenda Items.

There were no public comments for non-agenda items.

4) Action Items: (The Public Shall Have an Opportunity to Comment on Any Action Item as Each Item is Considered by the Committee Prior to Action Being Taken.)

4.1) Consideration on a Recommendation to Approve the 2025 Budget. (Finance Manager Hoffmeyer/Financial Advisor Egan)

Finance Manager Hoffmeyer provided a detailed overview of the proposed 2025 Budget based on projected water sales and revenue adjustments as presented and approved in the 2024 Water Rate Study, including the operating and non-operating revenue and expenses, the 5-year cash flow report, capital funding, personnel expenses,

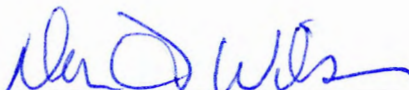
and the individual Department and Director budgets, and after discussion of water quality and elevation fees, of the grant funding reimbursement process, of the Littlerock Dam Sediment Removal Project, of Granular Activated Carbon (GAC) expenses, of health insurance, salaries, and retirement costs, and of the minimal cost recovery of accidental damaged facilities through insurance companies, it was moved by Committee Member Kellerman, seconded by Chair Wilson, and unanimously carried by all members of the Committee present at the meeting to recommend approval of the 2025 Budget and that this item be presented to the full Board for consideration at the November 12, 2024 Regular Board Meeting.

5) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

6) Adjournment.

There being no further business to come before the Finance Committee, the meeting was adjourned at 11:06 a.m.



Chair

MINUTES OF MEETING OF THE FINANCE COMMITTEE OF THE PALMDALE WATER DISTRICT, OCTOBER 22, 2024:

A meeting of the Finance Committee of the Palmdale Water District was held Tuesday, October 22, 2024, at 2029 East Avenue Q, Palmdale, CA 93550. Chair Wilson called the meeting to order at 2:00 p.m.

1) Roll Call.

Attendance:

Committee:
Don Wilson, Chair
Scott Kellerman,
Committee Member

Others Present:

Dennis LaMoreaux, General Manager
Scott Rogers, Assistant General Manager
Dennis Hoffmeyer, Finance Manager
Bob Egan, Financial Advisor
Angelica Garcia, Human Resources Director
Tara Rosati, Customer Care Supervisor
Cynthia Sanchez, Committee Member Alternate
Danielle Henry, Executive Assistant
1 member of the public

2) Adoption of Agenda.

It was moved by Committee Member Kellerman, seconded by Chair Wilson, and unanimously carried by all members of the Committee present at the meeting to adopt the agenda, as written.

3) Public Comments for Non-Agenda Items.

There were no public comments for non-agenda items.

4) Action Items: (The Public Shall Have an Opportunity to Comment on Any Action Item as Each Item is Considered by the Committee Prior to Action Being Taken.)

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held September 17, 2024.

It was moved by Committee Member Kellerman, seconded by Chair Wilson, and unanimously carried by all members of the Committee present at the meeting to

approve the minutes of the Finance Committee meeting held September 17, 2024, as written.

4.2) Discussion and Overview of Cash Flow Statement and Current Cash Balances as of September 2024. (Financial Advisor Egan)

Financial Advisor Egan provided an overview of the monthly Major Account Activity Report, the Quarterly Major Account Activity Report, the Investment Funds Report, and the Cash Flow Statement through September 2024, including account transfers, assessments received, capital improvement funds, interest and market values, and scheduled payments, and stated that the projected year-end balance is very healthy followed by a brief discussion of transfers to the Rate Stabilization Fund, of the District's Reserve Policy, and of the recent bond payment.

4.3) Discussion and Overview of Financial Statements, Revenue, and Expense and Departmental Budget Reports for September 2024. (Finance Manager Hoffmeyer)

Finance Manager Hoffmeyer reviewed in detail the Balance Sheet Report, the Balance Sheet Annual Quarterly Comparison Report, the Profit and Loss Statement, the Profit and Loss Quarterly Comparisons, the departmental budgets versus actual, the projected year-end interest earnings, and individual departmental reports for the period ending September 2024, including bond payments, adjustments for increased property taxes and assessments, and water sales and stated that operating revenues are above the historical trend average at 77.7%, that expenses are below the historical trend average at 66.9%, and that most departments are at or below the traditional budgetary percentage of 75% followed by a brief discussion of the Granular Activated Carbon (GAC) filter media replacement costs, of the status of the Sediment Removal Project, and of water recharge.

4.4) Discussion and Overview of Committed Contracts Issued. (Finance Manager Hoffmeyer)

Finance Manager Hoffmeyer provided an overview of the Contractual Commitments and Needs Report for new and replacement capital projects, consulting and engineering support projects, new and replacement equipment, water quality fee funded projects, committed and projected capital expenditures, and projects paid out through the 2023A and 2024A Series Water Revenue Bonds in September 2024 followed by a brief discussion of the completion of the 2023 Meter Exchange Project, of the

advanced metering infrastructure (AMI) capabilities, and of the anticipated start date of the 2024 Meter Exchange Project.

He then stated that the WIFIA Loan Interest Rate Reset has been placed on hold until rates are more favorable.

4.5) Consideration on a Recommendation to Increase Rate Assistance Program Monthly Credit to \$25.00. (No Budget Impact – Customer Care Supervisor Rosati)

Customer Care Supervisor Rosati provided an overview of staff's recommendation to increase the Rate Assistance Program (RAP) monthly credit from \$20.00 to \$25.00 to provide additional assistance for fixed-income seniors and veterans in anticipation of the proposed rate adjustments, and after a brief discussion of senior and veteran application priority, of low-income applicants, of the current budget and reduction in openings for the RAP, and of the anticipated revenue from new cell tower leases to assist additional RAP applicants, it was moved by Committee Member Kellerman, seconded by Chair Wilson, and unanimously carried by all members of the Committee present at the meeting to approve the recommendation to increase the Rate Assistance Program monthly program credit to \$25.00 and that this item be presented to the full Board for consideration at the October 28, 2024 Regular Board Meeting.

4.6) Discussion and Overview of Draft 2025 Budget. (Finance Manager Hoffmeyer)

Finance Manager Hoffmeyer provided a brief overview of the projected 2025 operational revenues and expenses based on the 2024 Budget of 14,500 acre feet and stated that the draft 2025 Budget will be prepared and presented to the Finance Committee after the 2025 water rates have been considered and approved by the full Board followed by a brief discussion of budget impacts and of holding a Special Finance Committee Meeting after the November 4, 2024 Special Board Meeting.

5) Reports.

5.1) Finance Manager Hoffmeyer:

a) Accounts Receivable Overview.

Finance Manager Hoffmeyer provided a brief update on outstanding balances for accounts 60 days delinquent and stated that as of September 30, there are fourteen payment arrangements totaling \$6,399.44 with \$2,135.42 collected to date and that the majority of arrangements are related to leak applications.

b) Revenue Projections.

He then stated that based on selling 14,500 AF of water, 2024 revenue is ahead of projections by approximately \$330,972.91 as of September 30.

c) Payment Transactions by Type.

He then stated electronic payments continue to lead in payment type and have increased by 3,000 since last year.

d) Billing and Collection Statistics.

He then provided a brief overview of the delay in shutoffs for non-payment.

5.2) Financial Advisor Egan:

a) Debt Service Coverage Status.

Financial Advisor Egan reported that the Debt Service Coverage for October 2023 to September 2024 is 2.16 and remains very strong.

Finance Manager Hoffmeyer then stated that the District is in a healthy position to make a transfer into the Rate Stabilization Fund with minimal impact to the Debt Service Coverage followed by a brief discussion of District investments and future Rate Stabilization Fund contributions.

5.3) Other.

There were no other items to report.

6) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

7) Date of Next Committee Meeting.

After a brief discussion, it was determined that a Special Finance Committee Meeting will be held November 6, 2024 at 10:00 a.m. to review the draft 2025 Budget and that the next Regular Finance Committee Meeting will be held November 19, 2024 at 2:00 p.m.

8) Adjournment.

There being no further business to come before the Finance Committee, the meeting was adjourned at 3:24 p.m.



Chair



BOARD MEMORANDUM

DATE: November 25, 2024
TO: BOARD OF DIRECTORS
FROM: Dennis D. LaMoreaux, General Manager
RE: *REPORT OF GENERAL MANAGER.*

The following is the November 2024 report to the Board of activities through October 2024. It is organized to follow the District's 2022 Strategic Plan approved in October 2022 and composed of six strategic initiatives. The initiatives follow for reference. It is intended to provide a general framework to update the month's activities.

PWD 2022 STRATEGIC PLAN SUMMARY



Water Resource Reliability: *Resilience, Development, Partnership*

Support and participate with local agencies in the development of projects and policies that improve water reliability

Maximize state and federal funding opportunities for Pure Water AV

Support projects and initiatives that increase the resilience of the State Water Project

Develop water storage options for State Water Project supplies and improve groundwater capture capabilities

Strengthen stakeholder relationships and implement Littlerock Dam and Reservoir Sediment Removal Project



Organizational Excellence: *Train, Perform, Reward*

Offer competitive compensation and benefits package for employee recruitment and retention

Focus Succession Planning Program on ensuring an overlap of training for key positions

Continue providing transparency to our ratepayers through training for the ongoing achievement of the Districts of Distinction certification

Encourage cohesiveness, transparency, and integrity within the staff through Codes of Conduct and increased accountability

Ensure employees are trained on the Strategic Plan and the District's Values of Diversity, Integrity, Teamwork, and Passion

Improve safety for Directors, employees, and customers

Develop career paths at the District for interns and pursue state and federal funding for intern programs

Cultivate a positive culture and increase employee engagement



Systems Efficiency: *Independence, Technology, Research*

- Explore energy independence and evaluate the feasibility of energy options, including wind and solar
- Incorporate more energy efficient technologies into the District's infrastructure
- Research state-of-the-art treatment techniques to enhance systems efficiency
- Re-evaluate Lake Palmdale by-pass pipeline and pursue funding options
- Improve Palmdale Ditch to reduce water loss



Financial Health and Stability: *Strength, Consistency, Balance*

- Pursue grant funding for District projects and operations
- Maintain the five-year financial plan adopted as part of the 2019 Water Rate Study, including the five-year Capital Improvement Plan
- Conduct and adopt a 2024 five-year Water Rate Plan
- Build adequate reserve levels and achieve high-level bond rating
- Seek potential revenue sources from vacant District properties
- Monitor finances, operations, and projects affected by emergencies
- Digitize and document departmental workflows



Regional Leadership: *Engage, Lead, Progress*

- Continue to provide opportunities and information for local businesses and agencies to contract with the District
- Continue to collaborate with neighboring water agencies and move to include more agencies throughout and outside of the Antelope Valley through Greater Antelope Valley Mutual Response Agreements and emergency response exercises
- Develop working relationships and mutually beneficial projects with other water agencies in the District's region
- Develop strategies, alliances, and funding to make Littlerock Dam and Reservoir recreational again
- Continue Memorandum of Understanding with United Water Conservation District to combine political forces to obtain grant funding and research other joint cooperative regional efforts
- Continue representation on larger regional organizations such as the California Special Districts Association (CSDA) and the Association of California Water Agencies (ACWA) and assist with the growth and influence of the Special Districts Association of North Los Angeles County, a CSDA local chapter



Customer Care, Advocacy and Outreach: *Promote, Educate, Support*

Enhance customers' experience through communication and feedback

Expand and market additional payment options

Continue to increase public awareness of current programs and services through traditional and new media platforms

Engage elected officials and the public on the importance of local and state water reliability issues

Complete conversion to an Advanced Metering Infrastructure (AMI) to increase customers' knowledge of water use and promote customer self-help portal

Continue to increase public awareness of the on-going drought and the importance of conservation efforts

Publicize, engage, and educate the community about Pure Water AV

Overview

This report also includes charts that show the effects of the District's efforts in several areas. They are organized within each strategic initiative and include status of the State Water Resources Control Board's (SWRCB) former long-term conservation orders (20 x 2020), the District's total per capita water use trends, 2024 actual water production and customer use graph, mainline leaks, and the water loss trends for both 12- and 24-month running averages.



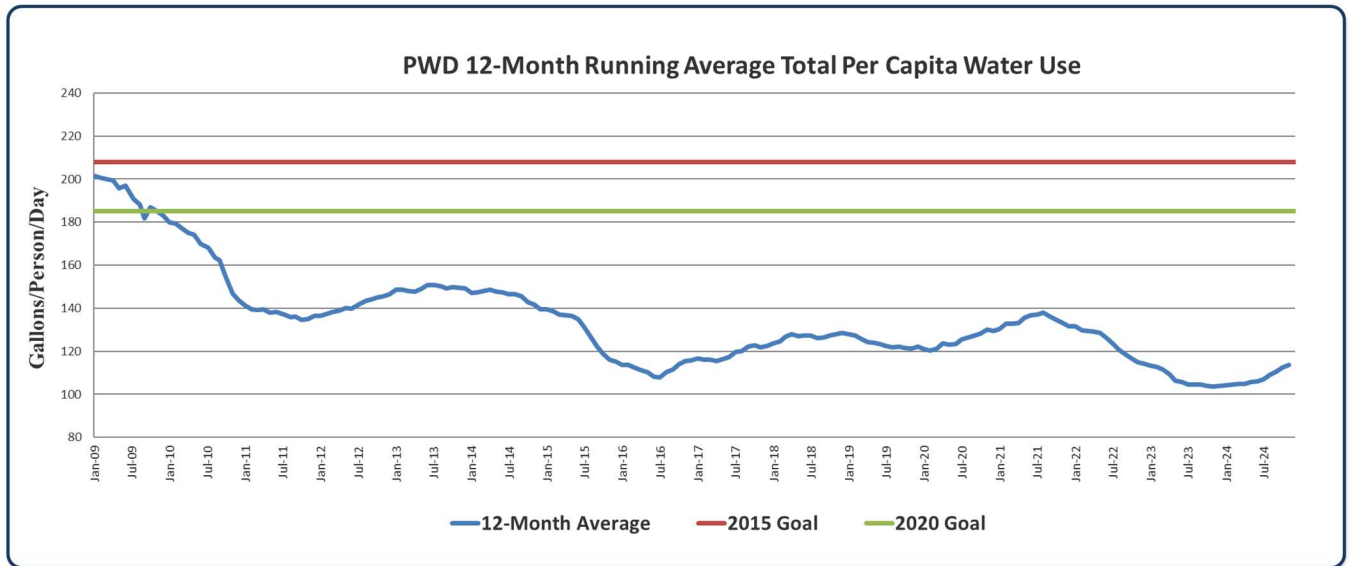
Water Resource Reliability *Resilience, Development, Partnership*

This initiative includes conservation efforts, water supply projects, and water planning. Recent highlights are as follows:

Overall Water Use Goals and Compliance

The 2020 Urban Water Management Plan was adopted by the District in June 2021. This report still uses the 20 x 2020 requirements. It does not relate the District's water use to the upcoming agency water budget requirement. The new "Making Conservation a Way of Life" regulations were approved on July 3, 2024. The District's use of a water budget-based rate structure is helpful in complying with the new regulations. Current staff estimates show the District is within 4% of complying with the new regulations when they become fully implemented in 2027.

The District’s compliance with the former 20 x 2020 law is evident from the chart titled “PWD 12-Month Running Average Total Per Capita Water Use:”



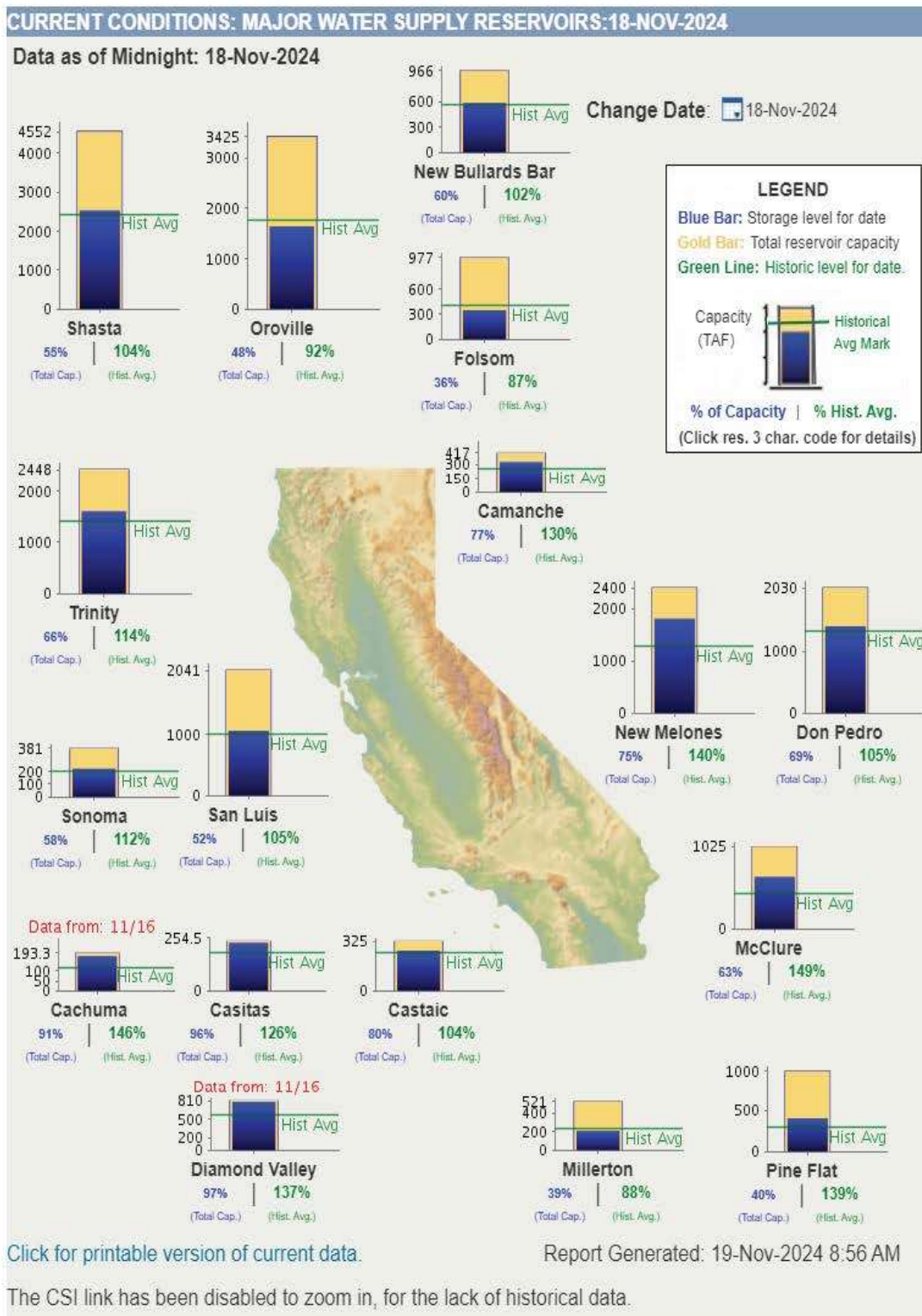
The District’s customers have cut their water use by **49.4%** from the baseline number of 231 re-established in the 2020 Urban Water Management Plan and met the 2020 Goal in early 2010. The current Metered-GPCD, gallons per capita per day, is now 114 showing our customers continued reduced usage.

Water Supply Information

- The AV Adjudication is now entering its ninth year, and the ramp down to the native safe yield is complete. The District’s 2024 groundwater production right is as follows: 7,978.08 AF, 11,620.12 AF of unused Carry Over from prior years, and 8,055 AF of water banked in Littlerock Wash for a total of 27,073.19 AF.
- The full 2024 Water Resources Plan is set. The goal is taking advantage of the available surface water and producing a minimum of 4,300 AF of groundwater using the native and unused Federal production rights. The SWP allocation is set at 40% for 2024.

The reason for the 40% allocation in a nearly average precipitation year can be seen in the following reservoir summary. As stated earlier this year, DWR was limited in its ability to move water through the Delta in the spring and summer due to salmon concentrations in the south Delta. While Oroville Reservoir was above average, this delayed filling San Luis Reservoir south of the Delta. Both reservoirs remain near average for this date.

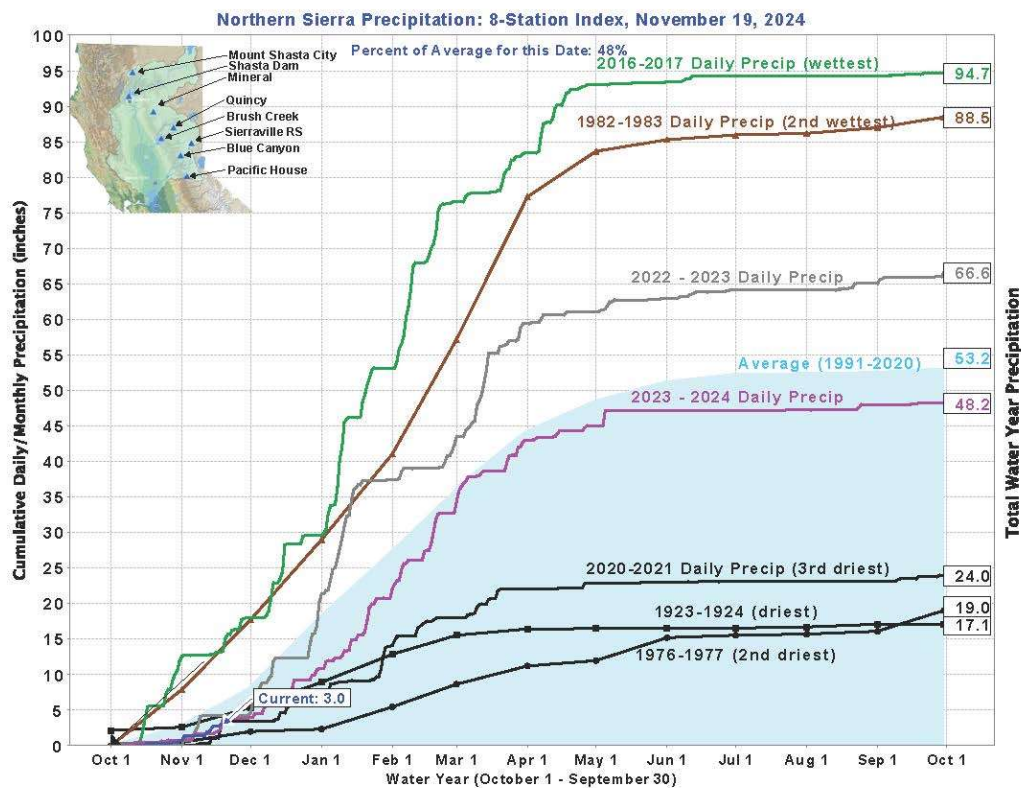
The November 19, 2024 reservoir summary is as follows:



We started the year off with a full and spilling Littlerock Dam and Reservoir. The diversions from Littlerock Reservoir stopped on June 24, 2024. This is because 5,322 AF of the diversion right of 5,500 AF was used in the current water year that began October 1, 2023. The remainder of water stored in Littlerock Reservoir will be available for use starting on October 1, 2024. The District started taking water from Littlerock Reservoir on Monday, November 18, 2024.

Precipitation in the area that contributes to the State Water Project ended the water year at 91% of average for the entire 2023-2024 Water Year (October through September). It is currently at 48% of average for this date.

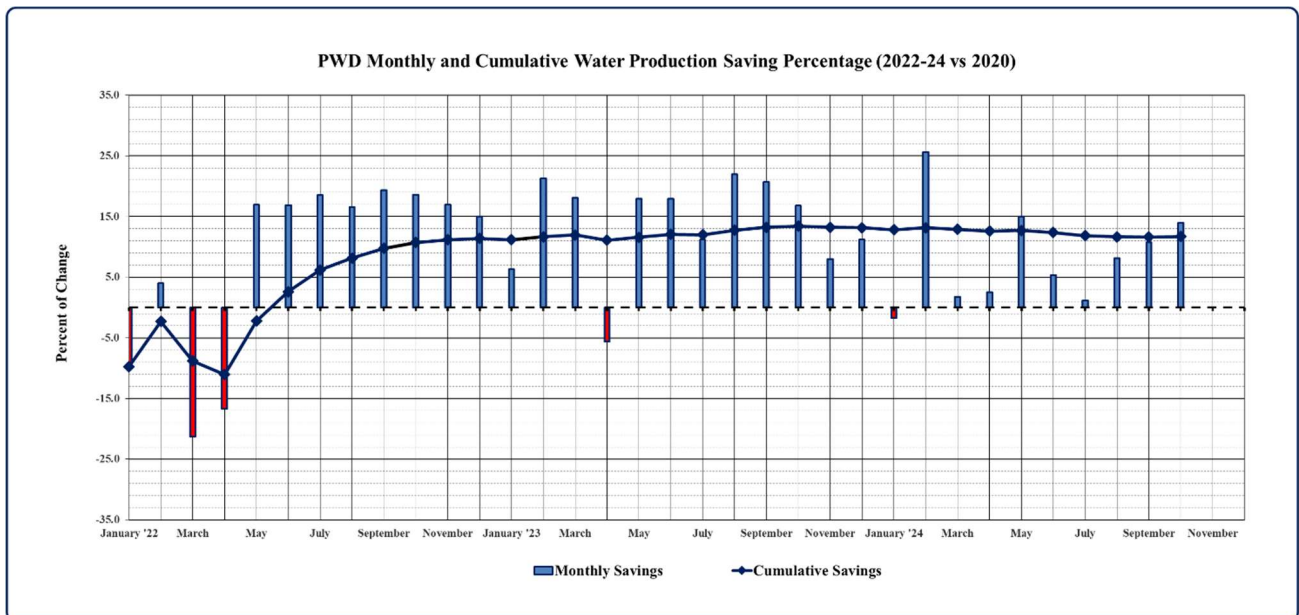
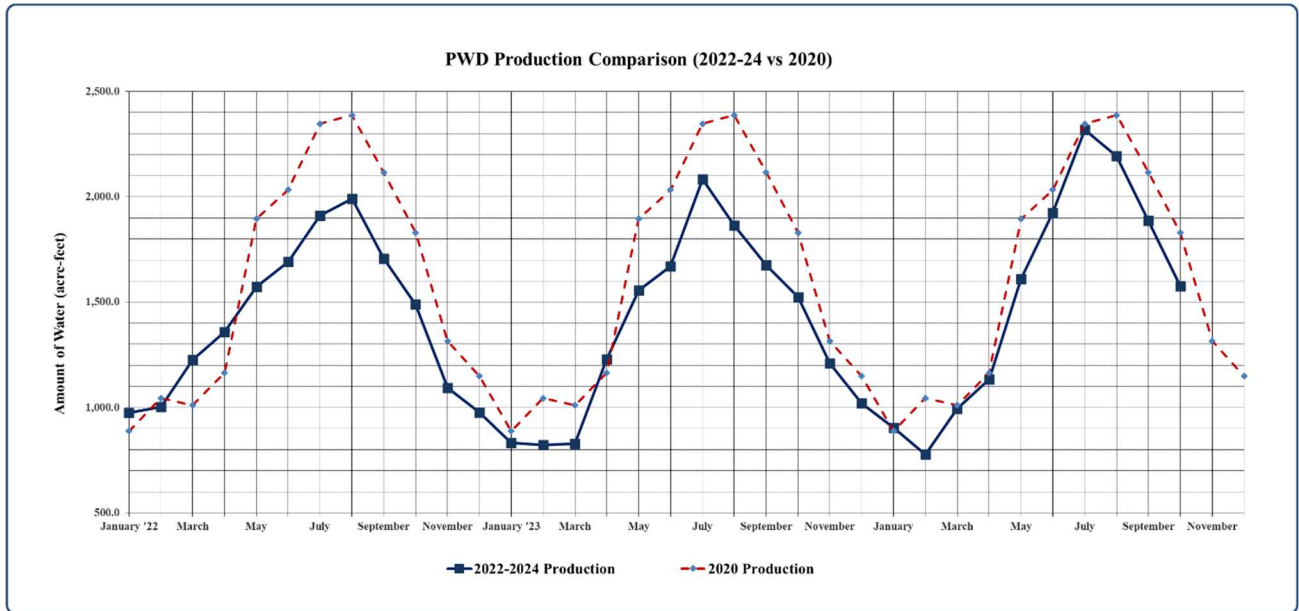
The November 19, 2024 Northern Sierra precipitation is as follows:



2021-2024 Drought and Wet Year Water Use Summary

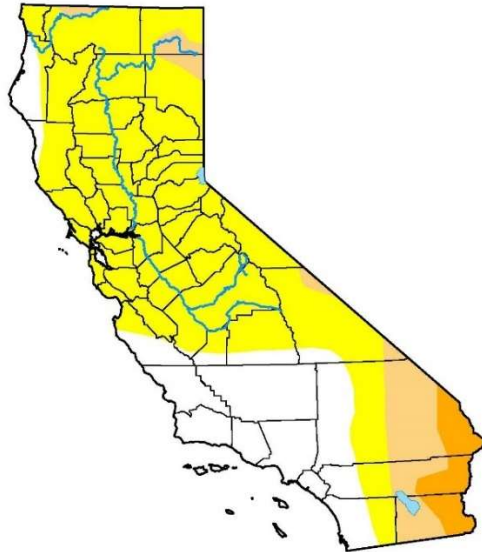
The following graphs help to show the 2021-2023 drought response and current use, through 2024, by our customers. The first graph, “PWD Production Comparison (2022-24 vs 2020),” shows the monthly water production in both 2022-24 and 2020.

The second graph, “PWD Monthly and Cumulative Water Production Saving Percentage (2022-24 vs. 2020),” illustrates the difference between each month in 2022-24 and 2020. Less production, or **savings** in 2022-24 is shown in **blue** and more production is shown in **red**. Despite ending mandatory conservation measures in March 2023, our customers have only recently started using more water due to the high temperatures last summer. The cumulative water savings for this time period is 11.7% compared to 2020.



The end of the rainy season and the late summer heat wave led to slight drought in some areas of California that has not changed much in the last month. The status is shown on the following U.S. Drought Monitor illustrations dated October 15, 2024 and November 12, 2024:

**U.S. Drought Monitor
 California**



October 15, 2024
 (Released Thursday, Oct. 17, 2024)
 Valid 8 a.m. EDT

	Drought Conditions (Percent Area)					
	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
Current	24.68	75.32	14.05	4.30	0.00	0.00
Last Week 10-08-2024	24.68	75.32	13.77	1.72	0.00	0.00
3 Months Ago 07-19-2024	78.80	21.20	1.62	0.00	0.00	0.00
Start of Calendar Year 01-02-2024	98.65	3.35	0.00	0.00	0.00	0.00
Start of Water Year 10-01-2024	28.40	71.60	10.67	0.08	0.00	0.00
One Year Ago 10-17-2023	94.32	5.68	0.00	0.00	0.00	0.00

Intensity:
 None (white), D0 Abnormally Dry (yellow), D1 Moderate Drought (orange), D2 Severe Drought (dark orange), D3 Extreme Drought (red), D4 Exceptional Drought (dark red)

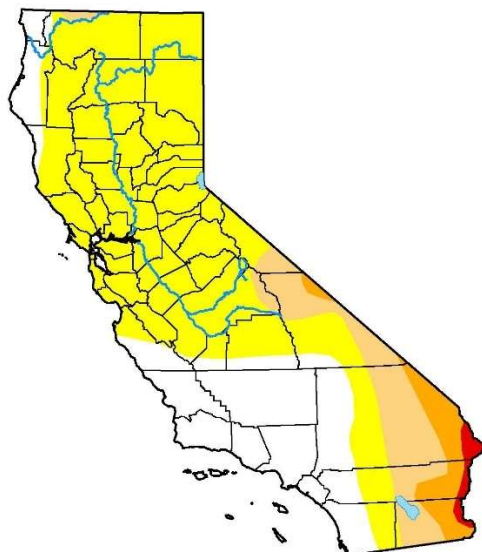
The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

Author:
 Brian Fuchs
 National Drought Mitigation Center



droughtmonitor.unl.edu

**U.S. Drought Monitor
 California**



November 12, 2024
 (Released Thursday, Nov. 14, 2024)
 Valid 7 a.m. EST

	Drought Conditions (Percent Area)					
	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
Current	25.51	74.49	17.00	5.50	0.95	0.00
Last Week 11-05-2024	25.53	74.47	12.26	4.30	0.00	0.00
3 Months Ago 08-13-2024	77.29	22.71	5.32	0.00	0.00	0.00
Start of Calendar Year 01-02-2024	98.65	3.35	0.00	0.00	0.00	0.00
Start of Water Year 10-01-2024	28.40	71.60	10.67	0.08	0.00	0.00
One Year Ago 11-14-2023	95.32	4.68	0.00	0.00	0.00	0.00

Intensity:
 None (white), D0 Abnormally Dry (yellow), D1 Moderate Drought (orange), D2 Severe Drought (dark orange), D3 Extreme Drought (red), D4 Exceptional Drought (dark red)

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

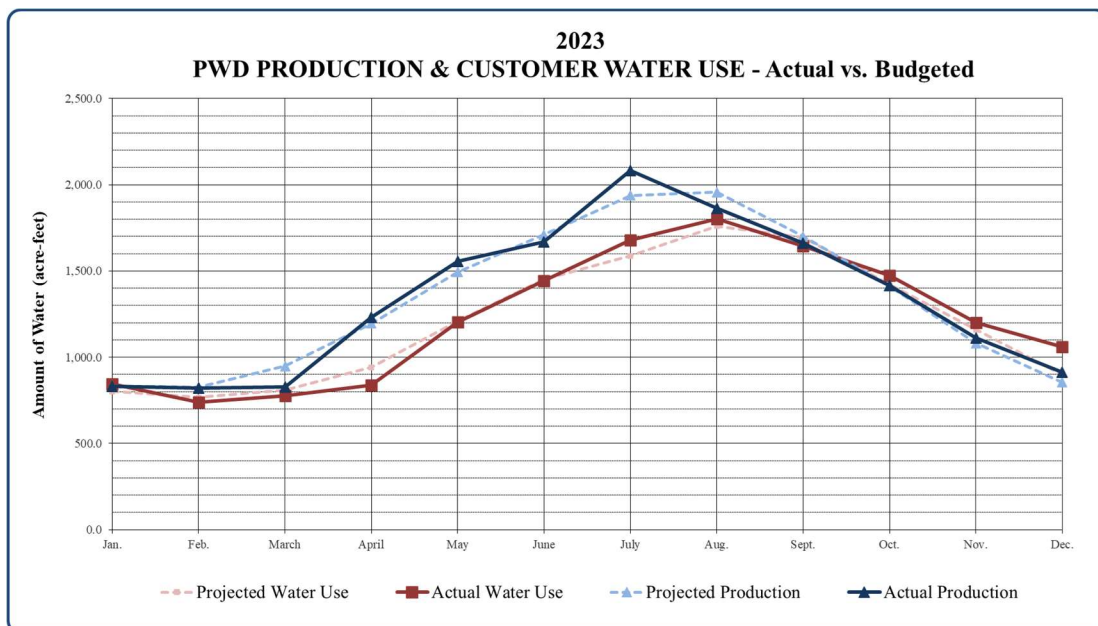
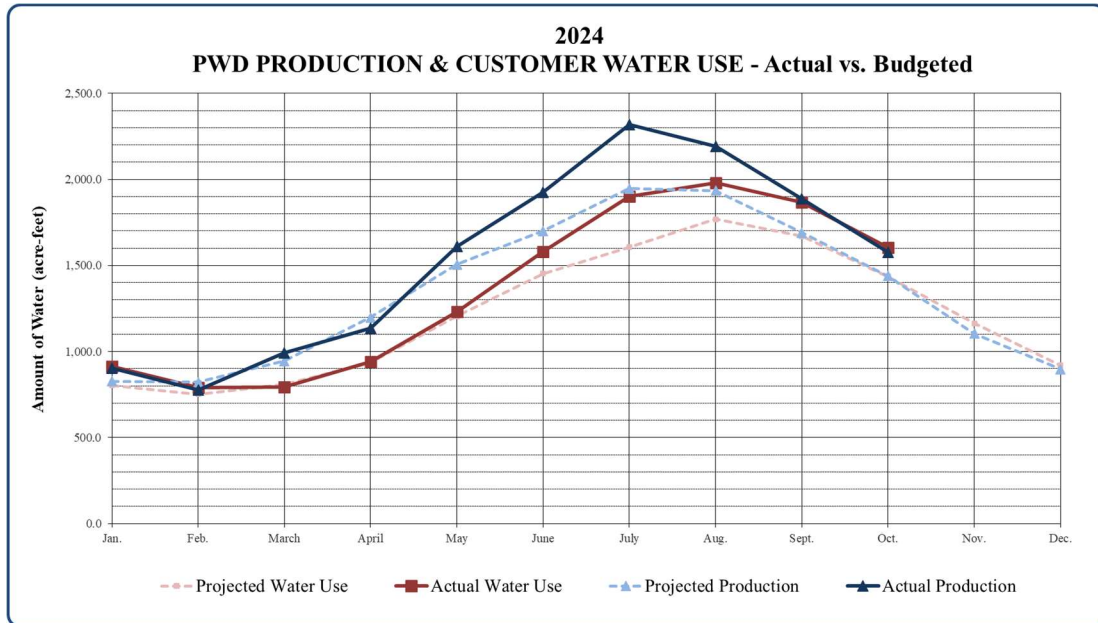
Author:
 Richard Tinker
 CPC/NOAA/NWS/NCEP



droughtmonitor.unl.edu

2024 and Historical Water Use Information

- The following graph is the actual and projected monthly water consumption and production for 2024. The projected amounts are based on the prior five years of actual monthly information. The projected total consumption is based on the 2024 Budget amount of 14,500 AF. The 2023 graph shows the projected and actual water use for that year. This year’s water use is now moving above projections due to the recent high temperatures.



Other Items

▪ **Littlerock Sediment Removal Project**

The Project consists of three phases. The Grade Control Structure is Phase 1 and was completed in January 2020. Phase II is the removal of 1.2 million cubic yards (CY) of sediment from the reservoir. Approximately 58,000 cubic yards of sediment were removed in 2022 using a single year California Fish and Wildlife permit. Staff continues to work with Aspen Environmental to secure all the necessary permits for multi-year sediment removal. No sediment was removed in 2023 due to having a full reservoir through the end of the year. No sediment will be removed this year either due to the amount of water remaining in the reservoir after reaching the maximum diversion amount.

Other planned maintenance includes removing debris on the upstream side of the Dam and clearing vegetation from the outlet pond downstream of the Dam.

▪ **Pure Water AV Project**

The District's goal of using recycled water for a reliable potable water supply is advanced water treatment and groundwater augmentation. The project is called Pure Water AV. The program management firm assisting the District with the Project is Stantec. Current activities include management of the construction contract with W. M. Lyles for the Demonstration Facility, refining the funding strategy for the full-sized Project, and working on potential grants.

Staff is working with the Sanitation Districts of Los Angeles County, District 20 (LASD), and the City of Palmdale as collaborators or partners in the Project. Pure Water AV will put the already highly treated tertiary recycled water to a higher beneficial use and satisfies LACSD's goals for use of the water. The City may be interested in the Project for the potential benefits to the area's parks and landscaping during droughts without having to expand the current purple pipe distribution system.

Related activities include the design, funding, and construction of a recycled water pipeline in Avenue Q from 30th Street East to the future demonstration facility. This pipeline will also provide additional access to recycled water for construction and Palmdale SOAR High School as a potential irrigation customer.

This project is funded by a state grant, PRWA, and PWD. The construction contract was awarded to American Pipeline Services on May 13, 2024. They are currently moving the bulk water dispenser, utility connections for the Demonstration Facility, and began work on the pipeline in late October.

- **Upper Amargosa Creek Recharge Project**

The Project’s construction is complete. The Project partners, City of Palmdale, LA County Waterworks, and AVEK, are working toward finalizing the operation and maintenance agreement. The recharge yield in 2023 was very disappointing and will also be discussed to improve it in the future. Additionally, the City of Palmdale also notified the Project partners about the mitigation requirements and costs in 2021. Preliminary costs were stated at that time. However, there has not been any further action on the mitigation activities or finalizing the operation and maintenance agreement.
- **Littlerock Creek Recharge Project**

AVEK, LCID, and the District had an agreement with DWR and the AV Watermaster Engineer for a pilot project to use Littlerock Wash to recharge available Article 21, beyond the District’s Table “A”, SWP water in 2023. Due to the availability of Article 21 water until July 2023, a total of 8,055 AF was recharged through this program. 1,900 AF is planned for banking this way in 2024. Draft environmental work is complete to allow this as an ongoing recharge project.
- **2022 Strategic Water Resources Plan Update**

It is in the CEQA phase now with a draft E.I.R. that was released for public review and comment on September 27, 2024. The comment period will end on November 11, 2024. It looks at the water demands and supplies through 2050, identifies packages of projects to provide additional water supplies, looks at how they will be financed, and will ultimately be used to determine “Water Supply” fees within the Capital Improvement Fees paid by new water service connections. The Final E.I.R. is tentatively scheduled for the Board’s consideration to adopt at a special meeting on December 16, 2024.
- **Delta Conveyance Project**

Delta Conveyance Design and Construction Authority (DCA) is a joint power authority responsible for the environmental, design, and engineering of the Project and works with the Department of Water Resources (DWR) on the Project. The Board includes two seats for the East Branch, Class 8, of the California Aqueduct. The Class 8 agencies are AVEK, PWD, Littlerock Creek Irrigation District (LCID), Mojave Water Agency (MWA), Crestline-Lake Arrowhead Water Agency, San Gabriel Valley Municipal Water District, San Bernardino Valley Municipal Water District (SBVMWD), San Gorgonio Pass Water Agency, Desert Water Agency, and Coachella Valley Water District (CVWD).

The Delta Conveyance Project (DCP) Final EIR for the Project was completed in December 2023. DWR then certified the document and issued a Notice of Determination naming the Bethany Alternative as the project moving forward. Work has begun to obtain the necessary permits for the project.

The Board of Directors was briefed by DWR and the DCA on the status of the Project and the updated cost estimate and benefit/cost analysis on June 24, 2024. The current cost estimate is \$20.12 billion with a benefit/cost ratio of 2.20. Continued participation in funding the District's share on planning and engineering in 2026 and 2027 was approved by the Board at the November 12, 2024 Board meeting.



Organizational Excellence *Train, Perform, Reward*

This initiative includes efforts to restructure staff duties and activities to more efficiently provide service to our customers. The recent highlights are as follows:

- Nearly 80 percent of the District's staff is required to have certifications or licenses issued by the State of California. Many of these have continuing educational requirements which must be met by technical training. The District provides an education reimbursement that can be used by staff for these requirements.
- The District has continued to find ways for internships and training opportunities for college and high school students who are interested in the water industry.
- Staff is beginning to use the telecommuting policy. It allows schedules with a maximum of 25% of time working out of the office.
- An Employee Engagement survey was conducted last November. Information from the survey is being compiled, was presented to the Personnel Committee and staff in February, and meetings by staff to develop action plans addressing areas identified for improvement in the survey are now completed. The staff Engagement Committee also met to determine an action plan to address the District's overall results. That action plan and all the department plans have been distributed to staff.
- The Employee Handbook was last updated in 2022. Human Resources Director Garcia worked with staff representatives and legal on a set of updates to the Handbook that were approved by the Board at a regular meeting held July 8, 2024.

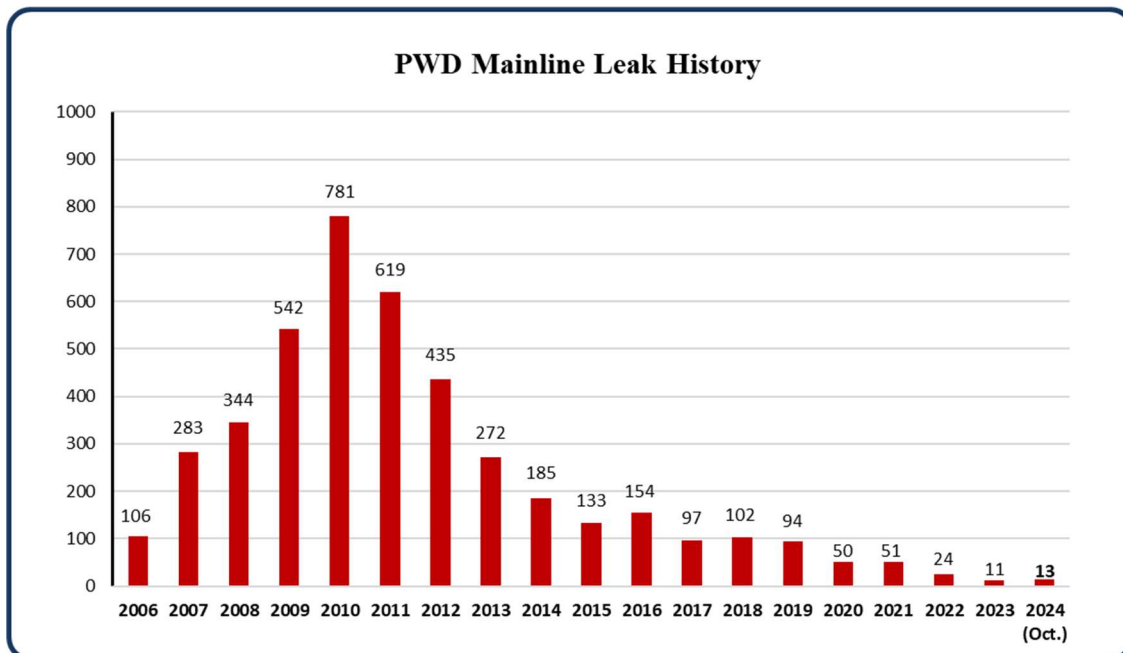
- Work is beginning to review and make any necessary updates to all the job descriptions. Once complete, they will be the basis of a salary survey to compare the compensation for positions in similar agencies.



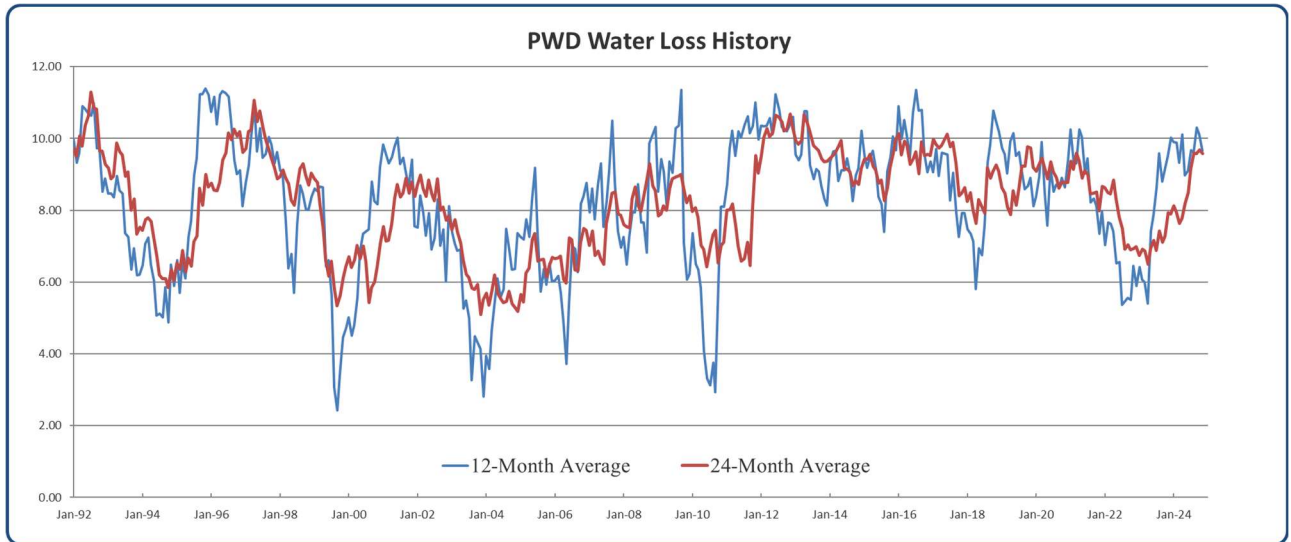
Systems Efficiency *Independence, Technology, Research*

This initiative largely focuses on the state of the District’s infrastructure. The recent highlights are as follows:

- The effects of the District’s past efforts in replacing failing water mains can be seen in the reduced number of mainline leaks. This is illustrated in the following chart titled “PWD Mainline Leak History.” These were thirteen mainline leaks and 61 service line leaks through October 31, 2024.



- The positive effect of both water main and water meter replacement programs is also shown on the chart titled “PWD Water Loss History.” The running average for water loss is less than 10%.



- Battery arrays for backup power are operational at four booster facilities. This program was funded and managed by the California Public Utilities Commission. These batteries are located at Well 5, the 3M booster site, the 45th Street Booster Station, and the Underground Booster Station. Staff is working with Terra Verde to make sure these systems are managed correctly.
- The District approved two solar PV projects to provide energy for wells, the Clearwell booster, and the Leslie O. Carter Water Treatment Plant in December 2022. One will be located north of the maintenance yard and will provide power for a set of wells. The other will be located between Avenue S and Avenue R-8 on the west side of the railroad tracks. It will provide power for the Clearwell booster and Leslie O. Carter Water Treatment Plant. Both of these facilities are currently under construction.

Additionally, PV solar companies are expressing an interest in vacant District-owned parcels. Staff and the attorney's office worked through State requirements regarding the sale or long-term lease of vacant land to allow the parcels to be used in this way.

- The Resources and Facilities Committee and Board approved contracts earlier this year to address improvements needed for the 6 Million Gallon (6M) tank used as the Clearwell for treated water from the Leslie O. Carter Water Treatment Plant. Tank Industry Consultants (TIC) was hired by the District a few years ago to inspect the District's tanks, including the 6M. The executive summary of their 2022 report was distributed to the Board on April 12, 2023 and is the basis of the awarded work.

Staff has completed some of TIC's recommendations. Other recommendations will be addressed when possible until the 6M can be taken out of service. This will be possible after the new 2950' booster station at the 3M tank is completed and the 3M can be used as the Clearwell. Meanwhile, staff is ensuring the 6M is operating safely. This includes removing the baffle curtain in 2023 due to finding pieces of it in transmission mains.



Financial Health and Stability *Strength, Consistency, Balance*

- Staff is working with RDN on the 2024 Water Rate Study Report. The initial results were presented to the Board at the regular meeting held August 12, 2024. The report was finalized, presented, and approved by the Board at a special meeting on September 16, 2024. After two workshops, the Board approved the 2024 Water Rate Study and water rates for 2025 through 2029 at the special meeting held on November 4, 2024.
- The District successfully closed the EPA WIFIA Loan for the Pure Water AV Demonstration Facility in June. This, and the 2024 Series Revenue Bonds, ensure funding for the Demonstration Facility construction.
- The District is seeking assistance from the State's SAFER Program to provide water service to the Alpine Springs Mobile Home Park on Sierra Highway. It has stopped using its well due to poor water quality, has several health violations, and now relies on hauled water. This will be considered a consolidation as the Alpine Springs MHP is currently a separate public water system.

Maria Kennedy, Kennedy Communications, is experienced with these programs and is contracted with the District to help accomplish this. A grant agreement is now in place to fund water hauling until the connection to the District is approved by the State, constructed, and operational. An extension of this agreement for 2025 has been submitted to the State.

The second draft engineering report was released on August 2, 2024 that incorporated comments from the June draft report. District staff provided comments and answered questions related to them. The report was finalized in October and is an important step towards the State's funding for the consolidation.



Regional Leadership *Engage, Lead, Progress*

This initiative includes efforts to involve the community, be involved in regional activities, and be a resource for other agencies in the area. The recent highlights are as follows:

- Activities of the Palmdale Recycled Water Authority (PRWA), AV Integrated Regional Water Management Plan (IRWMP), and Antelope Valley State Water Contractors Association (AVSWCA) have continued. The District has leadership positions in these organizations. District staff is active in the local chambers, AV EDGE, regional human resources, and public information organizations. This includes the recent AV EDGE efforts to help coordinate agencies to allow several large developments to move forward.
- The PRWA Board consists of two Palmdale City Councilmembers, two PWD Board Members, and a public director, Zakeya Anson. Construction of new purple pipes with PRWA is on hold as the District works on the Pure Water AV Project. However, PRWA did approve partial funding of the Avenue Q purple pipe project for construction water access and urban irrigation.
- The “PWD Water Ambassador Academy” (WAA) was held in April 2024. A one-day Junior WAA for high school students from Pete Knight High School was also held October 9, 2024.
- The District and other members of the Public Water Agencies Group (PWAG) share the services of an Emergency Preparedness Coordinator. This approach also helped the District successfully comply with the America’s Water Infrastructure Act (AWIA) of 2018 and respond to the COVID-19 event. It has also been critical in developing mutual aid agreements and more universal equipping of mobile generators.
- Staff has taken a lead role in developing and implementing a valley-wide mutual aid agreement for agencies and mutual water companies.
- **United Water Conservation District Memorandum of Understanding**

The District and United Water Conservation District (United) approved a memorandum of understanding (MOU) to work cooperatively on projects where our interests overlap. These include internships and cooperation with community colleges, combined recreational funding for Piru and Littlerock Reservoir recreational

improvements, and assistance and funding of advanced treatment of recycled or brackish water for potable use projects.

There have been several meetings between District staff and United Human Resources staff to discuss apprenticeship programs, intern programs, and work with three community college districts to support water-related curriculum. The first action item from these meetings was the funding of PWD interns for 2022. Participation in interview panels and the development of a mutual aid agreement are also being done.

Recreation staff from United met with District staff and visited the Littlerock Recreation Area in March. They provided good advice and input on a rough plan for helping the Area open at some point. Staff worked with the Angeles National Forest (ANF) as the first step in clearing the prior recreational concessionaire's property in the recreational area. All the property now belongs to the ANF. A hazardous material survey is being funded by the District's existing deposit to begin the process of clearing the site.

Several other meetings have been held regarding the use of available State Water Project (SWP) supplies. District and United staff are working with other East Branch SWP contractors on ways to recategorize water and avoid having water go unused. This is expected to make additional water available for United and the District. Staff also collaborated with United on legislative issues and completed a 2,000 AF SWP exchange agreement in 2023.

Additional coordination will also be focused on both agency's advanced water treatment projects. The United project will treat brackish groundwater for potable use by the military. The PWD project, Pure Water AV, will treat tertiary water for potable use by our customers. Once Pure Water AV is more established, joint meetings with state and federal representatives will be held to obtain funding assistance.

The District also recently supported United's concerns and comments on potential changes to the designation of Piru Creek by the Angeles National Forest. These changes could affect the delivery of State Water Project Water to United, including exchanges with the District. A United facility tour was held on July 29, 2024 to assist newer directors for both agencies in understanding each district's operations.



Customer Care, Advocacy, and Outreach *Promote, Educate, Support*

This initiative includes efforts to better serve our customers. The recent highlights are as follows:

- The Rate Assistance Program reached capacity in February. Applications for 2025 will be accepted beginning in November 2024. Staff continually monitors the Program for openings. The Board approved changes to the program in 2023 and it provided assistance to 700 customer accounts in 2024.

- Staff successfully conducted virtual coffee meetings with Directors and their constituents, online “Let’s Talk H2O” meetings, issued regular internal and public newsletters, coordinated drive-through giveaways for customers, an in-person customer appreciation day, monitored and maintained the District’s social media, and assisted with information for the current drought. In-person workshops have also been held.